



Budget Advisory Committee

Meeting Notes

Date and Time: March 8, 2023

Meeting Time: 12 – 1:00 pm

In person in A 149 and/or <https://peralta-edu.zoom.us/j/89349653730>

Co-Chairs: Augustine Gill, Ava Lee Pang, Jane McKenna

Note Taker: John Taylor/Ava Lee

Present: Committee Members: Richard Kaeser (faculty), John Taylor (faculty), Jane McKenna (faculty), Augustine Gill (VPAS), Maurice A Jones (AVPI), Mildred Lewis (Interim VPSS), Ava Lee Pang (classified professional), Donna Jones (classified professional),

Absent: Kawanna Rollins (classified professional), majunhao791@gmail.com

Guest: Jayne Smithson

Topic	Facilitator	Min	Action	Outcomes/Follow Up Actions
Call to Order	Gill	2	Call to order	12:11pm
Adoption of Agenda	Gill	3	Adopt the agenda as distributed	Approved, m/s/u
Review and approval of minutes	All	2	Discussion	Nov 9, 2022 & Feb 8, 2023 approved, m/s/u
Introductions/Announcements	Ava	5	Information	Augustine introduced Dr. Lewis as the interim VPSS. Ava mentioned that Dave Vigo is the new budget director at the District level. She also indicated that the Business Office submitted COA Position Control to the District last week and also submitted COA Discretionary budget for the District to upload into the system today. COA is making every effort to meet the District Deadlines.
FY 24 Budget Update	All	30	Report/Discussion	Augustine mentioned the step-by-step process in reviewing

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				and reconciling position control. During the reviewing process, we made sure that COA submitted the correct FTEF and the correct combo code for each employee to budget them correctly. At the same time, we made sure not to over budget the categorical funds.
Physical Plant and Instructional Support Fund Allocation (IELM)	Maurice Jones	15	Discussion	Maurice presented the proposed IELM allocation model and indicated that they looked at program reviewed and ILEM. The library gets 20% of the top. Leveraging funds to equity funding to others. It is also in consideration of Workforce Development funds. Worked with Chairs and Deans regarding the allocations. Jayne questioned the physical science allocation and requested clarification. Maurice said that the allocation spreadsheet was sent to the Dept Chairs.
Any Other Business	All			Ava mentioned that this is the time of the year to review and reconcile the categorical budgets, and working with the department managers to max COA's categorical fund spending and she is the only person in the office without much help. It is stressful year after year. Jane and committee members expressed appreciation of Ava's work. Augustine mentioned that we have \$2.7 mil Measure G funds. These funds will be covering the Technology refresher for the campus. He is working with the District for the allocation and spending plans.
Adjournment	Gill			12:36pm

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