



Budget Advisory Committee

Meeting NOTES

Date and Time: October 12, 2022

Meeting Time: 12 – 1:00 pm

In person in A 149 and/or [Budget Committee ZOOM Room](#)

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

Note Taker: John Taylor/Ava Lee-Pang

Committee Members: Richard Kaeser (faculty), John Taylor (faculty), Jane McKenna (faculty), Augustine Gill (VPAS), Diana Bajrami (Acting President), Maurice A Jones (AVPI), Tina Vasconcellos (VPSS), Ava Lee Pang (classified professional), Donna Jones (classified professional), Kawanna Rollins (classified professional), Guilherme Pacheco (Student)-- Gui79pachecosantos@gmail.com

Guests: Eva Jennings

Topic	Facilitator	Min	Action	Outcomes/Follow Up Actions
Call to Order	Gill	2	Call to order	
Adoption of Agenda	Gill	3	Adopt the agenda as distributed	
Introductions/Announcements	Gill	5	Information	
Instructional Supply Funds	Bajrami/Jones	10	Report/discussion	Bajrami report that the formula to distribute the ISF has been working in the past few years based on FTES from previous FY (after the \$20,000 off-the-top for library, then 50% of supplies funds, 25% of supply intensive & 25% of program intensive), see last page for additional notes. Due to library did not generate FTES, but there are needs they need to serve the students.
22-23 FY Budget Status Updates	Lee-Pang/Gill	10	Report/Information	Lee-Pang presented the end of Sept 2022 budget status

Support access to basic needs and mental health services

				report. The report included the recent approved raises for all COA personnel. The current outlook is positive, except that the Spring 2022 semester faculty hourly costs were not included in the calculation. If the Spring semester will cost more than \$800,000. COA will be in deficit in total. The managers will need to pay attention on how we can allocate resources to position COA in the balance status for fund 01 & fund 08 by end of 6/30/22. Of course, that will need help from the entire college community to work together to achieve the balance budget. The report is in the Budget Committee available for review.
SWP	Bajrami	5		Need to come up with BAM for allocation. Build a model for distributing CTE allocations. Analyze the # of students in the CTE programs to come up with the model. Jennings mentioned that we loaded \$1,316k in proj. #1051 and the revise allocation with a small increase will be coming by end of month.
Budget Review (Quarterly)	Gill/Lee-Pang	5	Report/information	The Business Office reported that they instituted a Financial quarterly review with department managers: To identify issues and best practices to monitor budgets and expenditures.
22-23 FY New budget Allocation based on Compendium	Gill	10	Report/information	Gill reported that COA's categorical/grants' budgets built and developed based on the allocation of State's

				22-23 FY Compendium. NOTE: The IELM funds have not been allocated by the District.
COVID Recovery Block Grant	Gill/Lee-Pang	10	Report/Discussion	Lee-Pang reported that the District received \$8,842,125 for COVID Recovery Block Grant. Based on BAM, COA's share is \$1,683,541. This grant is to support access to basic needs and mental health services; reengagement strategies for students who received an incomplete or failing grade; engagement strategies with high schools and local communities to restore broader access; grants to faculty for development of online, accelerated learning modules to allow students who received an incomplete or failing grade in the spring 2022 term; PD opportunities for faculty & SS professionals; investments in info tech infrastructure to facilitate student access; cleaning supplies & personal protective equipment and discharge unpaid fess due or owed by a student.
CA Student Aid Comm - CSAC	Gill/Lee-Pang	5	Report/information	Lee-Pang reported COA received \$652,696 to support students to continue to stay in school. These funds will be Direct Aide to students. The

				college cannot use them for other things.
Adjournment	Gill			

Instructional Supply Funds distribution disciplines below:

Disciplines	# SECT	CENSUS	% of Students	50% of Supplies Funding	Supply Intensive Programs	% of Students (Supply Intensive programs)	25% of Supplies Funding (Supply Intensive Programs)	Number of Student Intensive Programs w/o other funding	% of students in Intensive Programs w/o other funding	Fiscal Year 21-22 Allocation	FY 22-23 Proposed Allocation	25% of Supplies Funding (Supply Intensive Programs without other funding)	21-22 Supplemental Areas Impacted by Covid	21-22 Total
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Support access to basic needs and mental health services