



Budget Advisory Committee

Meeting Notes

Date and Time: September 20, 2023

Meeting Time: 12 – 1:00 pm

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

Co-Chairs: Diana Bajrami, Ava Lee-Pang, Richard Kaeser

Note Taker: John Taylor/Ava Lee-Pang

Committee Members Present: Richard Kaeser (faculty), John Taylor (faculty), Jane McKenna (faculty), Diana Bajrami (President as VPAS), Reza Majlesi for Maurice A Jones (AVPI), Mildred Lewis (Interim VPSS), Ava Lee-Pang (classified professional), Donna Jones (classified professional), Kawanna Rollins (classified professional)

Absent: TBA--(Student Representative)

Guest: Jayne Smithson

Topic	Facilitator	Min	Action	Outcomes/Follow Up Actions
Call to Order	Ava	2	Call to order	12:01pm
Adoption of Agenda	Ava	3	Adopt the agenda as distributed	
Review and approval of 5/10/23 notes/minutes	All	2	Discussion	Approved without changes.
Introductions/Announcements	Ava	5	Information	Information
FY 22-23 & 23-24 Fund 01 Budget Update/presentation	Ava	30	Report/Discussion	Ava made a budget presentation regarding the 22-23FY fund 01 & 08 summary of budgets, expenses and balances. She pointed out the collaboration of hard-work between management and her office to have a balance budget by end of 22-23FY. She also presented the 2-year budgets comparison and indicated the cuts by categories. She also stressed

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				<p>that she read an article recently related to State projected an additional \$18 billion revenue shortfalls. This may be compounded and possibly coming down to the pipelines. And that may add pressures to PCCD too.</p> <p>Another problem that COA and Peralta Colleges are facing a lot of pressure due to increasing utility expenses by double digits every year and the utility budget has not been increased in the past 5 years. In 22-23FY, COA had to find more than \$350,000 in salary savings to cover the increased of utility bills; otherwise, we would not able to keep the doors open for business. COA will be facing the same issues in covering utility bills in 23-24FY.</p> <p>Jane requested more details on the fund 10 expenses.</p> <p>Diana responded that her office will review and make the presentation on fund 10.</p>
Physical Plant and Instructional Support Fund Allocation (IELM)—supplies & equipment	Maurice Jones	15	Discussion	<p>Diana explained the definition of IELM (currently PPIS). DO used the BAM model to allocate the funds to the colleges. 23-24FY, State had a 59% cut in this area. Presidents advocated not to cut in the instructional areas. Due to possible return of PPIS funds to the State, COA carried-over 50% of Instructional Equipment balance by activities from 22-23 FY, so they can have some funds to cover the needed instructional purchases. VPI office will distribute the</p>

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				instructional supply funds based on the formula and approved by all departments.
Any Other Business	All			Diana mentioned that COA has a very successful training related to the IEPI grant. She asked whether the chairs
Adjournment	Ava			1:04pm

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