



BUDGET AND RESOURCE ALLOCATION COMMITTEE PASADENA AREA COMMUNITY COLLEGE DISTRICT

REGULAR MEETING

Thursday, August 22, 2019 – 2:00 p.m.

Conference Room CC212

APPROVED MINUTES

Co-Chairs

Jeff Bajah, Social Sciences

✓ Mike Bush, Business & Administrative Services

Associated Students

✓ Alex Sarkassian, Student
Trustee

✓ Alternate, ASI Pres.

Management Association

✓ Dyan R. Miller

John Gillette

Faculty

Mary-Erin Crook

✓ Mark Whitworth

Rod Foster

Classified Representatives

✓ Gary Potts, PCC-FCT
Peter Dwight, Clas. Senate

✓ Rudy Perez, CSEA

Resources/Members

✓ Terry Giugni, Assistant Superintendent, VP Instruction
Bob Blizinski, VP, Human Resources

Resources

Robert Bell, Sr. VP Non Credit & Offsite Campuses

✓ Cha Mancini, Business Services

✓ Laconia Fennessy, Supervisor, Fiscal Services

Crystal Kollross, Director, Inst. Effectiveness

✓ Chedva Weingart, Executive Director of Fiscal Services

✓ Brigitte Norsworthy

1. Call to Order

Mike Bush, Ed. D., BRAC Co-Chair / Assistant Superintendent, called meeting to session at 2:05 pm.

2. Public Comment

No Public Comment at this time.

3. Approval of Minutes

M/s/p (D. Miller/M. Whitworth). The Committee members reviewed and approved minutes for August 1, 2019. Committee members that did not participate on the August 1st, meeting, refrained from voting.

4. Review Guideline for Pasadena City College Shared Governance

BRAC members reviewed the Shared Governance/PCC Guidelines previously provided.

M. Bush will reach out to Matt (Academic Senate President) to inquire, if there have been any changes to the Co-Chair appointee by the Academic Senate. M. Bush will follow up with the President of the Academic Senate and get back to BRAC members at the next meeting. It was also suggested for Academic Senate to consider appointing one representative from Instructional area and one from Student Services area. This will allow for each of the areas to be represented at BRAC.

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The Committee members reviewed the guidelines in regards to reoccurring absences by BRAC members. The Co-Chair is expected to reach out to the constituent group to request to their representative attend to BRAC meetings regularly or replace their rep.

5. Pasadena City College Meeting Norms

M. Bush provided the list of PCC meeting norms. Once the norms were briefly discussed there were no additional comments or follow ups.

6. 2019 Committee Evaluation

BRAC members briefly reviewed the BRAC evaluation for 2018-19 academic year. The comments on the evaluation in relation to the decision-making role of BRAC when it comes to Fiscal matter was discussed. Committee members shared their concerns of BRAC's past role, and being able to provide recommendation in a timely matter to the President.

The committee was in consensus that BRAC needs to be more participatory in fiscal recommendations.

7. 2019 Categorical and Grant Funding:

The BRAC members had the opportunity to review and discuss a list of the 2019-20 Categorical and Grant Funding and the impact they have fiscally on the College and students.

Dr. Giugni pointed out that some of the grants were misclassified on the spread sheet. After a few corrections, Fiscal agreed to revise the list and make adjustments to the Category column to reflect the correct areas. Once the list is adjusted, it will be rerouted with the changes.

Fiscal explained how Federal and/or State funds carry over to the rolling funds to the next fiscal year. It was stated that some grants follow a different fiscal year

8. 2020 Draft Adopted General Fund Budget

M. Bush reviewed the 2020 Draft for the Adopted General Fund Budget. Some of the highlights were: The apportionment money for Pasadena City College has gone from \$144 to \$149 million (keep in mind the State continues to amendment the total computational revenue). Academic salaries and Classified salaries and benefits are up as a result of the staff movement and additional hires.

The Committee inquire in regards to the Detailed Accounts Allocation binder provided in the past years, will it continue to be distribute to the Department? Fiscal Services confirm that they will distribute the binders as soon as the Budget gets approved by the Board of Trustees.

9. Future BRAC Meeting

Thursday, September 26, 2019

10. Adjournment

M.S.P to Adjourned – 3:15 pm.