

**BUDGET AND RESOURCE ALLOCATION COMMITTEE  
PASADENA AREA COMMUNITY COLLEGE DISTRICT**

Thursday, August 27, 2020, at 2:30 p.m.

MEETING VIA ZOOM - MINUTES

**1. Call to Order**

J. Bajah called the meeting to order at 2:30 p.m.

**2. Public Comment**

No Public Comments at this time.

**3. Approval of Minutes**

M/s/p (A. Johnson/ D. Allen) Motion to review BRAC meetings from July 23, 2020. Minutes approved unanimously.

**4. BRAC 2019-2020 Evaluation Summary**

The Office of Institutional Effectiveness provided the 2019-2020 BRAC Evaluation Summary for the committee members to review. BRAC members reviewed the Evaluation Summary's response. They discussed the committee's charge and their role in the resource allocation process.

Based on the survey's responses, M. Bush recommended for the Committee to determine BRAC's 2020-2021 goals.

The Committee will review and realign the BRAC timeline/calendar to meet the present deadlines and budget recommendations to College Council.

Question / D. Miller: Some of the members were invited to participate in the prioritizing committee but it seems that some of the rankings had been done.

Question / D. Miller: Where does BRAC fit in Spring Budget retreat?

*Reponse / M. Bush:* C. Kollross will be invited to the next BRAC meeting to go over the ranking process in place. The committee members inquired about the priority funding reviewing process and requested for C. Kollross, Executive Director of Institutional Development be invited to BRAC for additional info.

Prof. A. Johnson shared her apprehensions about the reviewing process and suggested for the reviewing process to be done independently from any other events or meetings providing the just attention required for the process.

Prof. J. Bahaj addressed the committee members' response to survey questions addressing members' roles in reporting to their constituents. M. Bush suggested a mid-year survey on how well BRAC members are communicating with their constituents.

M. Bush requested for Committee members to send any additional goals to be included to Lissette VB.

**5. BRAC 2020-2021 Proposed Goals**

M. Bush and Committee members initiated a list of proposed BRAC's goals for the 2020-2021 year.

- BRAC develop a timeline/calendar as to when BRAC should be making budget recommendations to College Council.
- Reconcile BRAC's charge of budget and resource allocation with the Colleges Program Review and Resource Prioritization process.
- Work with Institutional Effectiveness in developing a mid-year survey to assess BRAC's members if committee goals are being met and are aligned with the committee's charge.

**7. State Budget Update - Report by Mike Bush / Ast. Superintendent – VP**

Chancellor's office had its Annual Budget workshop in which they presented the State's Community College 2020-21 Budget. They also reviewed the significant cash deferrals to State apportionment.

M. Bush provided a review of the types of deferments, the impact it will have on Prop 98, how will the current economy affect the cash flow and college expenses. He shared a timeline of when funds should be expected and the effects it will have oncoming fiscal years.

Committee members raised questions regarding CARE funds distribution and the process of determining how to allocate. A report will be shared at the next BRAC meeting detailing the expenses from the different grant allocations.

Question / E. Gomez: Can the student be consulted as to where the money should be spent. How are the CARE funds being used?

Response/ M. Bush: CARE Grants must comply with Federal and State regulations that must be followed.

**8. Future BRAC meeting**

September 24, 2020

**9. Adjournment**