

BUDGET COMMITTEE MINUTES

July 26, 2006, Wednesday

2:00 – 3:00 p.m.

ATA 116

Present: Isabella Chung (Resource), Eloise Crippens (Academic Senate), Eleonore Gauss (Resource), Jo-Ann Haywood (AFT Classified), J. Jordan (AFT Faculty), Abel Rodriguez (AFT Classified), Olga Shewfelt (AFT Faculty), Paul Stansbury (Administration), Hansel Tsai (Resource), Hao Xie (Resource)

Glenn Schenk (Guest)

- I. Minutes of the June 21, 2006 meeting – Approved
- II. Shortfall for fiscal year 2005-06 presently at approximately \$600,000
- III. Soon it will be time to review college budget 2006-07 and its structure
  - a. There will be a 100 million dollars block grant at State level. There are 2 types of block grant, on-going and one-time. Each type splits into two separate allocations: 1) Instruction Equipment and Library Materials and 2) Physical Plant & Special Repair Projects
  - b. It was suggested that we should look at other ways the college can capture enrollment: Apprenticeship programs, Non-credit classes, career education, and international students
- IV. West Los Angeles College Financial Resource General Overview (Power Point Presentation by Isabella Chung)

Contents in brief:

1. Purpose of presentation
2. What is budget?
3. What is a fiscal year?
4. What is our BASE allocation?
5. Impact of growth & COLA on District/College Apportionment (graph)
6. BAM (Budget and Accounting Manual)
7. Accounting Overview

8. Fund Accounting
9. Fund Structure
10. Fund Structure with graph
11. Source of revenues
12. Fund Code (Program Number)
13. Expense Categories (GL)
14. Cost Center/WBS
15. Account Code/Unrestricted and Restricted Programs
16. Unrestricted General Fund Summary
17. LACCD 2005-06 Adopted Final Budget (pie chart)
18. West Los Angeles College 2005-06 Resource Allocation (pie chart)
19. Unrestricted Revenue
20. Restricted Funds
21. Restricted Programs
22. Categorical Programs
23. Specially Funded Programs (SFP)
24. College Budget Development Timelines
25. "Effective Governance Structure"
26. Budget Committee – Roles and Responsibilities

- V. It was suggested that we once again look at and observe the first "notice motion" of the June 7, 2006 budget committee minutes: "Budget Committee, in conjunction with other related committees will evaluate college instructional program and equate it to overall budget..."
- V. Things we need to look at as a budget committee:
  - a. Planning Cycle: See how things flow
  - b. Look at how different committees inter-relate
  - c. Emphasis policy and planning
  - d. Look at timelines
  - e. Look at the risks and benefits of various proposals

Next meeting: Wednesday, August 9, 2006 2:00pm

