

# West Los Angeles College

## Joint Budget Committee and PIE Committee Meetings

2012-2013

*Accreditation Standard III.D.3. The institution systematically assesses the effective use of financial resources and uses the results of the evaluation as the basis for improvement.*

1. Purpose
  - a. Assess effective use of financial resources over prior year and into current year.
  - b. Improve the effective distribution of financial resources in the coming year.
  - c. Connect student learning outcomes assessment with program review and budgeting/resource allocation
2. Timing
  - a. Joint Meeting: Effectiveness evaluation - January
    - i. After 2<sup>nd</sup> quarter
    - ii. After program review
    - iii. Before prioritization
  - b. Budget Committee: Resource planning: February, Preliminary Budget; May, Tentative Budget
    - i. After release of Governor's proposed budget
    - ii. After preliminary allocation by District
    - iii. Before budget prep
  - c. Joint Meeting: Process evaluation – July
    - i. Final budget was prepared
    - ii. Planning for program review cycle in fall
3. Joint Meeting: Effectiveness evaluation
  - a. Information and data
    - i. Review college mission/vision/values (Joint)
    - ii. Outcomes and goal achievement data (Joint)
      1. Educational Master Plan outcome measures
      2. Technology Plan outcome measures
      3. Student Services Plan outcome measures
      4. Facilities Plan outcome measures
      5. ARCC
      6. Institutional effectiveness indicators
    - iii. Program review responses (PIE Committee)
      1. Impact of resource allocation to unit
      2. Impact of potential 5% budget cut on unit
      3. Assessment of progress in meeting prior goals
      4. Unit goals
    - iv. SLO/SAO assessments (PIE Committee)
      1. Results as reported in program review
      2. Changes made as a result of assessments

- v. Budget data (Joint)
      - 1. College-wide view – regular quarterly report with longitudinal data for prior 3 years
  - b. Process (agenda)
    - i. Present information and data
    - ii. Discuss information and data
    - iii. Identify any trends
    - iv. Identify any strengths in allocating resources to reach college vision/mission/goals
    - v. Identify any misalignments in allocation of resources to achieve goals
    - vi. Recommend improvements as appropriate
  - c. Product
    - i. Inform the next program review/resource request prioritization process
    - ii. Effectiveness evaluation report to College Council and Senate
    - iii. The Tentative Budget
- 4. Joint Meeting: Process evaluation
  - a. Information and data
    - i. Effectiveness Evaluation Report
    - ii. Committee Self Evaluations
    - iii. Program review survey results
    - iv. Program review calendar; budget preparation calendar
    - v. FPIP calendar
  - b. Process (agenda)
    - i. Present information and data
    - ii. Discuss information and data
    - iii. Identify strengths and weaknesses in process, especially in light of college vision/mission/goals, institutional effectiveness, and student learning
    - iv. Recommend improvements in planning, program review, resource request prioritization, and budgeting processes
  - c. Product
    - i. Recommendations for improvements in planning, program review, resource request prioritization, and budgeting processes