



PGC Budget Committee Meeting

September 24, 2024 1:00 PM – 2:00 PM

MINUTES

Member of Budget Committee: Petrina Pledger (S), Jenny Thach (S) , Nicole Wanawijaya (S), Susana Atwood (F), Jessica Buchsbaum (F), Maria Salazar- Colon (C), James Hall (C), Michael Snider (C), Adil Ahmed (A), Erin Denney (A) , Yulian Ligioso (Chair)

Alternates: John Halpin (A), Doug Orr (F), Joe Reyes (F), Vaishali Jogi (C), Roxana Vargas-Greenan (C) David Delgado (C)

Meeting Called to Order at 1:05 PM

No.	Item	Discussion/Outcome
1.	Introductions & Roll Call	<p>Members Present: Yulian Ligioso, Adil Ahmed, Erin Denney, Susana Atwood, Jessica Buchsbaum, James Hall, Michael Snider, and Nicole Wanawijaya</p> <p>Members Absent: Jenny Thach, Maria Salazar-Colon</p>
2.	Approval of agenda	Moved by committee member Buchsbaum. Seconded by committee member Ahmed. Motion approved.
3.	Minutes – August 27, 2024	Moved by committee member Buchsbaum. Seconded by committee member Ahmed. Motion approved. Committee Member Atwood abstained from the vote.
	Minutes – September 3, 2024	Moved by committee member Buchsbaum. Seconded by committee member Ahmed. Motion approved. Committee Member Atwood abstained from the vote.
3.	Public Comment	<ul style="list-style-type: none"> • None at this time.
4.	Reports from Constituent Groups	<ul style="list-style-type: none"> • Associated Students – Committee Member Wanawijaya reported that Associated Students are in the process of reviewing the budget to get approval from executive council. • Academic Senate – Committee Member Buchsbaum reported that Academic Senate is going to be working on an enrollment management philosophy document to go along with the enrollment management, strategic planning work that's being done at the college. • Admin. Association – No report at this time.

		<ul style="list-style-type: none"> • AFT – No report at this time. • Classified – No report at this time. However, Committee Member Snider stated that Classified Senate had a meeting with Vice Chancellor of Academic Affairs to discuss the strategic enrollment plan, and classified senate is glad to see it moving forward. • SEIU – No report at this time
5.	<p>New Items</p> <ul style="list-style-type: none"> • Review of membership • Selection of Co. Chair • July 24, 2024 Monthly Budget Report 	<p>Chair Ligioso provided an overview of the membership to the PGC Budget Committee meeting. He discussed with the committee that faculty is currently working on providing one more member to the committee. Committee Member Buchsbaum explained that Ekaterina (Katia Fuchs) has decided to resign from this committee to put her efforts in enrollment management. Academic Senate will continue to search for another member to replace her.</p> <p>Chair Ligioso asked the committee how they would like to proceed with the selection of the co-chair. Committee member Buchsbaum asked about the process of having a co-chair. Chair Ligioso highlighted his past experiences at previous districts and explained that it allows closer collaboration with constituent groups. He explained that in terms of workload from the Administrative side it allows for stronger administrative support. And, also allows the committee to be able to be more inclusive. Committee Member Hall provided insight with his experience from other committees. Committee member Ahmed explained that by having a co-chair would build a good foundation with the District. Further discussion occurred and the committee decided to table this item to the next meeting.</p> <p>Committee member Ahmed provided an overview of the July monthly budget report. Committee Member Atwood state that although the budget department is short staffed she was hoping to see the August monthly report versus the July report. She hopes moving forward that at the next meeting the committee could review the end of the prior months. Committee Ahmed stated that the district will bring the information at the next meeting. She explained that the information that she is concerned with is expenditures. She asked if a banner report could be generated to show the committee expenditure report. Committee Ahmed stated that he will bring back that information at the upcoming meeting.</p> <p>Committee member Buchsbaum asked if faculty salaries were paid on a 12- month cycle.</p> <p>Chair Ligioso explained that the district’s full time faculty are on a 10 month contract, but they have an option to get paid over 12 months if they elect to do so. He continued to explain that if you look at the STRS numbers it reflects the extra payments that was quote unquote front loaded on the expenditure side. The District will still expense over the 10</p>

		<p>month when the service is actually provided. He explained that some faculty may choose to get paid over 12 months for cash flow purposes.</p> <p>Committee member Buchsbaum stated that the money would have been spent because the faculty member received their pay check.</p> <p>Chair Ligioso explained that it is being put in a liability account and when the faculty get paid, it goes against the liability rather than the expense, and so from a cash flow perspective you would be correct. At the end of the year you'll still be looking at 10 month contract.</p> <p>Chair Ligioso wanted the committee to consider having one meeting in the summer to discuss the work that is being done on the tentative and adopted budget.</p>
7.	<p>Further items for Discussion for upcoming meetings</p> <ul style="list-style-type: none"> • Enrollment management committee update 	<p>Chair Ligioso stated that he has spoken with Vice Chancellor Yee in Academic Affairs to provide us an update but he would rather have a joint meeting with our committee to go over the framework of the enrollment management plan. He hopes that we can provide this conversation at an upcoming meeting.</p> <p>Committee member Atwood reminded the committee that in previous conversations she would like to revisit the possibility of moving the meeting date prior to PGC.</p> <p>Chair Ligioso said that he would bring it up to Vice Chancellor of Student Affairs, Lisa Cooper Wilkins and Associate Vice Chancellor of Institutional Advancement and effectiveness, Kristin Charles, and will follow back up with the committee. He suggested that they also discuss the modification with their constituent groups, and if all goes well effective in November 2024 we could make that modification. In the meantime, he suggested that we stick with the schedule while we work on the modification.</p> <p>Committee member Atwood also suggested she would like to include in a future meeting a discussion upon how the schedule is built. She explained that in past budget committees, Tom Boegel provided an overview using his calculation datasheet, which explains how much it cost for a semester, for both full and part-time faculty.</p> <p>Chair Ligioso stated that he would reach out to Tom to invite him to an upcoming meeting to discuss the calculation datasheet with the committee.</p>
8.	Adjournment	Moved by Committee Atwood Committee member seconded Buchsbaum the motion. Meeting adjourned at 2:00 PM.