

Review and Evaluation of Budget Committee Purpose, Responsibilities and Membership

4 responses

Your name

4 responses

Patricia Chow

Todd Myers

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Provide feedback on the purpose of the Committee. How well do you think it is fulfilling its purpose? Please indicate which aspects are working well and which aspects need improvement. Purpose: The Budget Committee encourages transparency and constituency understanding of the budget, works to ensure that the budget allocation process is driven by college-wide planning and strategic priorities, and provides recommendations to the College Council on issues related to budget development and management. In addition, the Budget Committee provides ongoing oversight in relation to budget changes and information at the State and District level.

4 responses

It is true the Budget Committee does encourage transparency and constituency understanding of the budget. The committee does work towards the budget allocation process is being driven by college wide planning and strategic priorities. However, I have not personally witnessed any recommendations to the College Council on issues related to budget development and management. Perhaps we could have a more formal process or document that is dated and lists the recommendations. The Budget Committee provides oversight in relation to budget changes and information at the state and District levels. I recall reports of this with respect to COVID payments etc our college received and discussions on how the funds were distributed. However, regarding any oversight, I am not sure the timeline allows for actual oversight. It seems more of an information distribution.

I am curious about how often the budget committee is consulted by decision-makers about budgetary issues and how often is information shared with constituencies. It would be interesting to have cases illustrating how this process has worked well and how it has not worked well. Do decision makers ever change budgetary priorities on the basis of what they have learned or does the budget committee act as a buffer between decision makers and constituencies impacted by decisions?

Provide feedback on the responsibilities of the committee. Should any of the responsibilities be added, deleted, or modified? Responsibilities

- Receive information regarding ongoing state and District fiscal activities and review and discuss information on the state and District budgets as they apply to the College budget.
- Become educated about how the College's revenue and expenditure budgets are developed to provide a context in which to effectively carry out the responsibilities of the committee.
- Develop, interpret, recommend and communicate assumptions, priorities, guidelines and procedures related to budget processes and resource allocation integrating recommendations from the educational, technology and facilities master plans.
- Provide ongoing education for the college community on budget development and implementation.
- Disseminate information to administrative, faculty, classified and student constituencies regarding the College's financial resources and expenditures and bring feedback through Committee representatives.
- Review ongoing, discretionary, department budget requests submitted through the Annual Unit Plans* (Annual Unit Plans are influenced by Program Review, but the AUP contains annual operational needs as well as six-year strategic recommendations) based on College priorities and submit recommendations to College Council.
- Continually compile evidence related to accreditation Standard III.D, as well as other relevant accreditation requirements, and monitor the college's ongoing compliance with these requirements.
- Ensure ongoing attention to equitable educational outcomes and that needs of underrepresented populations and students with special needs are considered and addressed in the budget development process.
- Make recommendations to the College Council.

4 responses

Keep: all and modify below

- Modify :Develop, interpret, recommend and communicate assumptions, priorities, guidelines and procedures related to budget processes and resource allocation integrating recommendations from the educational, technology and facilities master plans.

Review ongoing, discretionary, department budget requests submitted through the Annual Unit Plans* (Annual Unit Plans are influenced by Program Review, but the AUP contains annual operational needs as well as six-year strategic recommendations) based on College priorities and submit recommendations to College Council.

- Continually compile evidence related to accreditation Standard III.D, as well as other relevant accreditation requirements, and monitor the college's ongoing compliance with these requirements.

Advise, Consult, and Communicate in accordance with strategic goals of the college and the overall interests of institution - the committee sits between decision-makers and street level bureaucrats executing the tasks necessary for the institution to succeed in achieving its goals.

Provide feedback on the membership of the Committee. Are there any groups that should be included or any modifications to make? Co-chairs: Vice President of Administrative Services Classified or Faculty selected by constituency group from committee membership (Rotates annually) Constituency Members: 3 members each from Classified Senate, Academic Senate, Students, Administrators' Association. Ex-officio members: None Advisory members: Vice President of Academic Affairs Vice President of Student Services

3 responses

I think the committee has a wide range representation, however, if a group feels they should be included, the budget committee can add at a later date. If the group becomes too large then it is hard to manage. We should look for overlaps in groups as well.

It seems representative of appropriate interests.

N/A - We will continue to work on placing a representative student on the committee as the ASGC board grows.

Are there other concerns or changes to the budget committee you would like to discuss at our next committee meeting?

3 responses

Overall, I was impressed with the agenda and minutes and how organized the budget committee meetings are. I think we can modify some of the responsibilities because realistically the timeline and other responsibilities of the members is not practical. I would prefer that the committee have fewer responsibilities but more effective performance of the duties.

The committee is as useful as decision-makers and constituencies find it to be.

N/A - I appreciate learning more and the time Bill & team are taking to prepare presentations prior to the meeting.

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