

MEETING Minutes

# Budget Committee

Friday, September 23, 2022

8:10-9:00 AM

**Present:** Alexandra Beard, Nancy Dietrich, April Dreeke, Gerard Haddad, Andrea Hoagland, Eva Menefee, Jean Ramirez, Kabeer Ahammad Sahib, Denise Warner

## Agenda

1. Sept. 09 meeting minutes were approved.
2. Update on Innovation Award Applications:
	1. No new awards came in by the August 30 deadline. Applications will be accepted on a rolling basis. Sally would appreciate your help getting the word out.
	2. We generated some ideas: putting info and a link to the application in division newsletters; adding info and link to the app in our news update in the Star and inviting anyone interested to an open Budget Committee meeting with the provost on Oct. 7t
3. Report to Senate, Sept. 23rd meeting:

*We encourage all faculty to participate in an inclusive and transparent budget building process.*

*Is your program using the most recent version of the Program Operating Plan?*

*Your POP can be an effective tool to help you advocate for your program, and it needs to be updated regularly throughout the year. The latest form is located on the HR Website; it is the last document listed under*[*Miscellaneous forms*](https://www.lcc.edu/hr/forms/miscellaneous.html)*.*

*Did you know that the Provost’s office has grant money for innovative programs?*

*The LCC Board of Trustees has established a designated fund of $500,000 to support necessary innovative program research and development.*

*The Budget Committee will hold an open WebEx meeting with Provost Sally Welch on Friday, October 7, 2022 from 8:10 to 9:00 AM and anyone interested in learning more about how to apply for these funds is welcome to attend.*

*Look for Budget Committee News in next week’s Star.*

1. Information for the Star-
	1. Same as our update to the senate.
	2. Star will include a link to the Innovations Award Application and the link to our open meeting on Oct. 7. It will also include a link to the POP form.
2. We discussed ideas for getting senators more involved in the budget.
	1. Ask Don Wilske to come to the November 18 meeting, which is enough in advance of the submission of next year's budget to allow time for input.  Of course, we'll have to coordinate this with Don's schedule.
	2. The ASBC will prepare a set of questions for senators to help them gather information from their areas in order to prepare for an informed discussion with Don. We'd like to encourage senators to review all of the POPs in their area and/or talk to the lead faculty about budget needs and priorities. We'd also like to ask some questions for input about cost savings or suggestions for greater efficiencies because we understand that the College is working with a deficit this year (we've heard 1.5 million).
	3. We'd like the questions to go out to all senators at the Oct. 21st meeting, and we would need a few minutes at that meeting to explain what will happen and why we are giving them this set of questions.
	4. Proposed Schedule:
3. Oct. 21 meeting: Short BC presentation and questions go out to senators
4. Nov. 4 meeting: Budget Discussion (breakout sessions) at senate meeting. BC then "digests" feedback from groups and prepares a set of questions for Don. We submit the questions to Don by Nov. 11.
5. Nov. 18: Don W comes to senate meeting
	1. BC to use the WebEx team site to post topics and questions as they think of them.

### Next Meetings: October 21, Nov. 4, 18, Dec. 2