

minutes

# Budget Committee

Friday, March 24, 2023

8:10-9:00 AM

**Present: Alexandra Beard, Nancy Dietrich, Gerard Haddad, Jessica Hester, Eva Menefee, Jean Ramirez, Kabeer Ahammad Sahib, Denise Warner and Rick Williams**

## Agenda

1. Feb. 24, 2023 meeting minutes were approved.
2. Reminder: All documents and minutes are kept in content area in Webex Teams.
3. Board of Trustees (BOT) meeting on March 20, 2023, was attended by Jessica.
   1. Tuition increase was passed.
   2. Rainy-Day Fund balance discussed, including questions about the current balance (too much or too little) and purpose of the Fund. Don Wilske stated the Fund should be 25% of overall budget, while Trustee noted the percentage agreed upon was 15%, and argued if Fund is over 15% of budget, tuition should not be raised. Trustees will discuss at next retreat.
   3. State of Michigan cooperative agreements with vendors. Motion passed for LCC to work with state vendors that have already been vetted, rather than request bids for services associated with facilities and maintenance.
   4. The next BOT meeting is April 17. Lisa and Nancy will attend.
4. The college has a need for drop-in daycare and food service. Budget Committee will keep this at the forefront of our goals and consider how to recommend these suggestions to LCC financial leadership.
5. Planning for the spring Academic Senate budget session.
   1. Develop QuickStart Guide
   2. Share hyperlink to POPs on the LCC O Drive
   3. Senators will be asked to request samples of well-developed POPs to share from their area. Gerry will send out request in Senate Hot Topics.
   4. From submitted POPs, Budget Committee will provide a list of POPs that are good representations and will pick one from each area to showcase on April 21. Given her experience reviewing POPs and knowledge of how different disciplines approach POPs in varied ways, Andrea was nominated to lead the discussion.
   5. PAPs, POPs and Program Review should all align.
   6. Budget Committee homework: Ask Senators for well-constructed representative POPs from their areas to share with the full Senate. Denise will make public comment at March 24 Senate meeting as first exposure to request.
6. Future Agenda Items: Alexandra reported speaking with Cindy Storie and Cindy MacKersie about Learning Assistants. Past funding came from Perkins ($450,000). Current Learning Commons budget for Learning Assistants, World Languages and DEI is $30,000; there is little money to hire Learning Assistants. Is it in the Budget Committee purview to report such budget details to Don and Sally? Requests for Learning Assistants should be made in POPs (with focus on success rate goals and need for new tools are needed to achieve success). Learning Assistant budget outside of the control of Deans, creating a roadblock. Could present this information during BOT public comments and/or discuss how to resolve roadblock at full Senate meeting. If requests for Learning Assistant budget are in POPs and hasn’t resulted in funding, Senate should investigate and work through the roadblock.
7. Meeting adjourned.

Respectfully submitted by Jean Ramirez.