



MINUTES

Budget Committee

Friday, September 8, 2023

8:10-9:00 AM

Present: Alexandra Beard, Nancy Dietrich, Michael Giles (guest), Gerard Haddad, Jessica Hester, Andrea Hoagland, Eva Menefee, Jean Ramirez, Kabeer Ahammad Sahib, Denise Warner, Lisa Whiting Dobson and Rick Williams

Agenda

- I. Denise Warner contacted Lauren Honeysett about joining the Budget Committee. She is interested but due to a conflict was unable to attend the September 8 meeting. Michael Giles, a prospective committee member, was welcomed.
- II. August 25, 2023, meeting minutes approved.
- III. Board of Trustees -- As administrators, Nancy Dietrich, Jessica Hester, Andrea Hoagland and Eva Menefee regularly attend the BOT meetings. Jean Ramirez will attend the September 18 meeting. If adjunct faculty attend a BOT meeting, they will be paid for their participation.
- IV. Innovation Award -- Laura Media forwarded the most recent Innovation Award application to Denise. This application was submitted on August 17, 2023. Denise uploaded the application documents to the Webex Team space. This is a new application (rather than a resubmitted application). Eva Menefee, Jean Ramirez, Denise Warner and Rick Williams will review the application. Denise will email the rubric to reviewers. Adjunct faculty will be paid for their time spent

reviewing applications, and should submit a pay request to Laura Medina. It was reiterated that the goal of the Budget Committee is to assist applicants in the submission of high quality proposals.

- V. Sally Welch has been invited to attend the Budget Committee meeting on September 22, 2023. Because this is a hybrid meeting, it was decided to postpone the invitation to the October 6 meeting. Denise will contact Sally about this change. If Sally is not available, needed information can be gathered through email or the invitation to Sally can be postponed until the meeting on October 20, 2023. Consider any questions that we want to ask Sally.
- VI. The Budget Committee Meeting scheduled for September 22, 2023, is cancelled. Our next meeting will be on Friday, October 6, 2023.
- VII. Food on campus
 - A. The issue of food on campus is a fall priority. This topic was high on the Senate priority list.
 - B. Questions discussed: What are the barriers to food service? Is LCC opposed to food trucks? How are caterers selected? What is the process for food vendors to set up in Gannon commons? Are businesses concerned about customer availability? What are the steps to learn more about the vetting process? Is one company or multiple franchises being sought? If food trucks are an option, who gets invited? Is there a hierarchy?
 - C. At the division level, any restaurant can be selected for catering. Purchasing must be informed of catering contracts. Logistics can be

challenging without catering staff. The number of people fed must be tracked.

- D. If people who don't work at LCC are being fed on campus, an approved catering service must be used.
 - E. Kelly Hekler (Conference Services) and Seleana Samuels have been working on this issue. We will reach out to get clarity on the process of establishing food vendors and the current status. Denise Warner and Mike Giles will compile a list of related questions and will invite Kelly and/or Selena to speak with us at the meeting on October 20, 2023. Denise will email Budget Committee members a list of questions for other members to review and submit additional questions.
 - F. Gerry Haddad or Denise Warner will speak with the Senate Executive Committee to determine what work is currently being done on this issue by the Senate.
 - G. Miscellaneous: Without food, social interaction is impeded; affordability is a top priority; and branch campuses also have no food options.
- VIII. Other Senate Priorities – In addition to **food on campus**, other priorities of the Senate are safety/security, mental health, quality and consistency of courses, **enrollment** and the **student perspective**. The top three priorities are in bold.
- IX. Reminder: Our next meeting will be on Friday, October 6, 2023.
- X. Meeting Adjourned.

Respectfully submitted by Jean Ramirez.