Basic Aid Allocation Recommendation Committee (BAARC)

MINUTES

June 14, 2013
8:30am – 10:30am • Irvine Valley College
President Conference Room

Members Present:	Debra Fitzsimons, Scott Ferguson Greene, John Ozurovich, Bob Urell, Davit Khachatryan, Bob Bramucci, Bruce Gilman, Craig Justice, Kim McCord, John Edwards, Brandye D'Lena
Not Attending:	Kathy Werle, Carol Hilton, Kathy Schmeidler, Dan Walsh, Dennis Gordon, Mike Sauter, Bob Cosgrove, Sara Sheybani, Bruce Hagan, Mark Schiffelbein
Resource:	Denice Inciong
Guest:	None

Committee Charge:
This governance committee is charged with implementing the BP-3110 and AR-3110-Basic Aid Allocation Process and utilizes plans developed by other District-wide Committees and Councils. The Basic Aid Allocation recommendations follow the Annual Basic Aid Allocation Cycle, which parallels the SOCCCD annual budget development process.

Convened: 8:30 am

1. Review/Approve Minutes from May 3, 2013 Meeting
Minutes approved as presented.

2. Status of Action Items from Previous Meeting

	Action Item	Assigned to	Deadline	Status/Comments
1.	Review BP & AR-3110: Basic Aid Funds Allocation Process	Debra Fitzsimons	Summer and Fall Semesters	Discuss at June 14th meeting

3. Final BAARC Recommendations (Handout #1)
Debra Fitzsimons reviewed the document with the committee members.

4. Energy Management Item (Handout #2 & #3)
Debra Fitzsimons reviewed the documents with the committee members.

Davit Khachatryan explained that IVC would receive a rebate from Southern California Edison from a project funded by basic aid money in the approximate amount of $15,000. Debra Fitzsimons stated that after conferring with the Chancellor, she recommends allowing the colleges to keep the rebates, even for projects that were funded by basic aid. This is to encourage energy savings. However, we should document this into language in the administrative regulation.

Action Item: Add to BP & AR-3110 "how energy projects and rebates are handled".

5. Board Item for Basic Aid (Handout #4, #5, #6 and #7)
Debra Fitzsimons reviewed the recommendations and presentation for the June 17, 2013 Board of Trustees meeting with the committee members and distributed handout #5 and #6 as revised pages of the Final BAARC Recommendations.

6. Review Schedule for FY 2013-2014 (Handout #8)
Debra Fitzsimons requested the committee members review the meeting schedules for discussion at the August meeting and final meeting recommendations will be decided in September.

7. Evaluation

Action Item: Debra Fitzsimons will put together a sample survey for 2013 and distribute to the committee members via e-mail. The committee members will review last year's survey and the newly developed survey and submit any suggestions or revisions.

8. BP & AR Review and Timeline (Handout #9 & #10)
Debra Fitzsimons explained the administrative regulation contains a proposed change on page3, which is being recommended by DRAC.

Action Item: The AR-3110 will be discussed at the August meeting. In preparation of the August discussion the committee members agree to review the administrative regulation and submit suggestions for changes to Debra Fitzsimons by August 9th.

9. Next Meeting –August 23, 2013 – 8:30 am, Irvine Valley College, President Conference Room
The committee confirmed the meeting date/time.

10. Adjourn
Meeting adjourned at 9:39 am

Minutes prepared by: Cheryl Dobbie, Executive Assistant, Office of the Vice Chancellor, Business Services

Minutes approved: August 23, 2013