

Budget Committee	Feb 27, 2025 I. Call to Order – 2:04 PM	Zoom Meeting
Members Present	Coral Lopez (Standing - Operational Oversight), Casey Otto (Standing-Chair), Jayna Conkey, Thomas Herring, Katy Edmunds, Shannon Council, Kyle Kelly, Desirae Blunt-Lamkey, Randy Miller (Standing - Media Services), Jim Feser (Standing - CIP/Facilities Director), Troy Wadsworth (Standing - Tech Fee/Information Technology (IT) Services Director), Heather Rikalo (Standing - College Staff Development)	
Members Missing	Benny Buchanan	
Guests	Sara Afuha'amango, Lauren Stevens	
Summary of Actions Taken		
Agenda items for next meeting		

Agenda Topic	II. Approval of Minutes from 10-14-2024	
Action Taken		
Summary of Discussion	Motion to approve: Jim Feser, 2 nd Heather Rikalo approved unanimously.	
Assignments/Potential Agenda Items	None	
Comments/Information	None	

Agenda Topic	III. Standard Business - a. Review of New Budget Resource Requests	
Action Taken		
Summary of Discussion	BRRs: Sara Afuha'amango presented on the dual enrollment need for a software platform, Canusia, to handle logistics of dual enrollment students. It also includes reporting capabilities. This platform aligns with NACEP accreditation. Essentially a one stop shop for things needed in dual enrollment. This request is for an immediate need but will be an ongoing yearly expense. \$35k this year and \$35k per year ongoing. The \$35k yearly fee includes customization and implementation as needed. The committee will not address this today as we are avoiding one-time requests that are also connected to continuing expenses.	

BRR for Courshedog is to be put on hold and may be pulled.

BRR annual expense for a Homeschool Specialist position. This is the beginning of putting dual enrollment funding into a more manageable and trackable accounting scheme. This position has been recently shifted to the advising office but no current funding exists for the position in that office.

BRR for Jump Start program funding on annual basis also reorganizing of dual enrollment funds.

BRR for Dual Enrollment program manager. Immediate request for a laptop for this position. This request should go to exec team meeting.

BRR for new Academic Advising and Access position. This is more to promote awareness of the need for a new position. Advising exceeds the recommended ratio of advisors to students and CC students often need more time from advisors than other students. This staff position is needed to bring the ratio and other metrics into better alignment with recommended levels. The committee should revisit this in April meeting to set priority.

BRR for Fallon Director laptop also forward to exec team.

BRR for Veterans Resource Center in Fallon computers for students to use. Motion: Heather Rikalo 2nd: Katy Edmunds. Approved unanimously.

BRRs for continuing positions in Learning and Innovation will be moved to the April meeting for prioritization. Some changes from last year but many of the same things are being requested including librarian positions.

BRRs from Learning and Innovation for NetTutor service funding for online tutoring. An immediate request for \$24,900 to cover costs and another request for \$24,900 per year to continue these services. If money is not allocated immediately then NetTutor services will have to stop today. Students have used NetTutor much more quickly than ever before. This unprecedented use has increased costs in an unpredictable way. Coral will talk to exec team today about a possible funding source for immediate needs. NetTutor expenses should definitely be tracked separately and perhaps funded explicitly rather than from broader sources.

	<p>BRR for 2 27 inch monitors for Fallon for director's office. Forward to exec team.</p> <p>BRR for commencement ceremony annual increase of \$2500 to cover increased costs.</p> <p>BRR for tool to determine if our website meets accessibility standards. Immediate one-time cost of \$7990. Another request for \$7490 of yearly fee to continue the program.</p> <p>BRRs that have coupled immediate and continuing needs are being deferred until annual priorities can be assessed in the April meeting.</p>
Assignments/Potential Agenda Items	None
Comments/Information	None

Agenda Topic	III. Standard Business - b. Update from CSD subcommittee
Action Taken	None
Summary of Discussion	Heather Rikalo: 25 applications to date with over ½ of funds having been awarded.
Assignments/Potential Agenda Items	None
Comments/Information	None

Agenda Topic	III. Standard Business - c. Update from CIP subcommittee
Action Taken	None
Summary of Discussion	<p>Jim Feser: Link project has reached substantial completion. Blue lights have been installed and are being activated starting today (Feb 27, 2025). When blue lights are active a campus email will be sent out with some instructions.</p> <p>CED 3rd floor construction starts March 10 for Nevada WORKS project. Demolition work likely during spring break. Work should be finished in late May.</p> <p>Repairs on stairs outside Dini have been surveyed and bids should go out soon.</p> <p>Reynolds project at about 50% through design.</p> <p>Water pressure project for shops is in progress.</p>
Assignments/Potential Agenda Items	None
Comments/Information	None

Agenda Topic	III. Standard Business - d. Update from GR subcommittee
Action Taken	None
Summary of Discussion	Coral Lopez: One new grant proposal from VPASA. Project CEJA (Clean Energy Jobs Academy) from Department of Labor. We are a sub-recipient from Nevada Office of Workforce Innovation. Our portion in \$200k. WNC will provide courses in advanced manufacturing related to clean energy. Approved and being submitted.
Assignments/Potential Agenda Items	None
Comments/Information	None

Agenda Topic	III. Standard Business - e. Tech Fees Update
Action Taken	None
Summary of Discussion	Troy: Tech fee account has been spent down significantly since the last meeting. Coral, Troy, and Casey will review ongoing tech fees to see what items can be moved to student success fees. The Tech Fee Budget spreadsheet has been updated to better match Workday reports and make it easier to read.
Assignments/Potential Agenda Items	None
Comments/Information	

Agenda Topic	III. Standard Business - f. Budget Update
Action Taken	
Summary of Discussion	Casey Otto and Coral Lopez: Have submitted 36 fiscal notes to legislature so far. March 11 NSHE budget hearing. March 18 tentative CIP hearing. March 24 is WNC legislative day.
Assignments/Potential Agenda Items	None
Comments/Information	None

Agenda Topic	IV. Old Business – b. Website Review
Action Taken	
Summary of Discussion	Casey Otto: Trying to clean up the BRR form for ease of use. Condensing some language in the form. Tried to add summary items at the end of the form. Work will continue to streamline the form. Troy will send the committee a link so that we can produce input for improvements.
Assignments/Potential Agenda Items	
Comments/Information	None

Agenda Topic	V. New Business
Action Taken	None
Summary of Discussion	None
Assignments/Potential Agenda Items	None
Comments/Information	None

Agenda Topic	VI. Public Comment
Action Taken	None
Summary of Discussion	
Assignments/Potential Agenda Items	None
Comments/Information	None

Next meeting: 3:00pm – 5:00 pm March 27, 2025 in person. Room TDB.

Adjourn