

Clatsop Community College

1651 Lexington Avenue * Astoria, Oregon 97103 * (503) 325-0910

NOTICE OF MEETING

DATE: Tuesday, April 5, 2022

TIME: Budget Committee Pre-Meeting, 6:30 p.m.

PLACE: Columbia 219 **AND** Zoom

<https://clatsopcc.zoom.us/j/87505867104?pwd=YVNvbXNhOFJJRUFiUHN2VTViSW5OQT09>

Meeting ID: 875 0586 7104; Passcode: 304691

By Phone: 253-215-8782

A G E N D A

- I. Call to Order
- II. Introduction of Guests
- III. Overview of Budget Process
- IV. Enrollment Discussion
- V. Revenue Projections
- VI. Future Meeting Dates (If needed: Tuesday, April 26, 2022; Tuesday, May 3, 2022; Tuesday, May 17, 2022; Tuesday, May 24, 2022)
- VII. Adjournment

Non-Discrimination Declaration

It is the policy of Clatsop Community College that there will be no discrimination or harassment on the grounds of race, color, sex, gender, marital status, religion, national origin, age, sexual orientation, gender identity or expression or disability in any educational programs, activities, or employment. Questions or complaints should be directed to Desiree Noah, Affirmative Action/Gender Equity (Title IX) Officer, Lower Library, Suite 103, dnoah@clatsopcc.edu (503) 338-2450; TDD (503) 338-2468. For Student Access Services, contact Christine Riehl at criehl@clatsopcc.edu.

Accommodations

Students having questions about or a request for classroom accommodations should contact Christine Riehl at criehl@clatsopcc.edu.

Community members having questions about or a request for special needs and accommodation should contact Desiree Noah, Lower Library, Suite 103, dnoah@clatsopcc.edu (503) 338-2450; TDD (503) 338-2468. Please send special needs and accommodations requests here. Contact should be made at least two business days in advance of the event.

Declaración de no-discriminación

Es la política de Clatsop Community College que no habrá ningún tipo de discriminación o acoso por razón de raza, color, sexo, género, estado civil, religión, origen nacional, edad, orientación sexual, identidad de género o expresión discapacidad en los programas educativos, actividades o en la contratación. Preguntas o quejas deben ser dirigidas al Desiree Noah, Oficial de Acción Afirmativa / Título IX localizada en la biblioteca, oficina número 103 dnoah@clatsopcc.edu número de teléfono (503) 338-2450, TDD (discapacidad auditiva) (503) 338-2468. Para servicios de acceso para estudiantes, comuníquese con Christine Riehl en criehl@clatsopcc.edu.

Ayuda a personas discapacitadas

Estudiantes que tengan preguntas o una requieran solicitud de adaptaciones en el aula deben comunicarse con Christine Riehl en criehl@clatsopcc.edu.

En cuanto a los miembros de la comunidad, se les pide que se comuniquen con Desiree Noah, localizada en la biblioteca, oficina número 103 dnoah@clatsopcc.edu número de teléfono (503) 338-2450, TDD (discapacidad auditiva) (503) 338-2468. Haga el favor de notificar a la oficina para que se le pueda proporcionar apoyo. La comunicación debe tomar lugar por lo menos dos días de trabajo antes del evento por el cual se requiera tal ayuda. Para más información, vea la página Web de Clatsop Community College bajo Información en Español.

Pre-meeting Topics for Budget Committee Discussions

We are sometimes asked whether the budget committee can be called together for “preliminary” discussions prior to their first “official” meeting under ORS 294.426 at which the budget message is delivered and for which notice must be published.

Following is a list of the types or topics of discussion that can be conducted prior to that first official meeting:

- Training on the budget committee process, calendar, expectations for committee members, etc.
- Committee members’ preferences for ground rules, rules of order, conduct of meetings, voting / reaching consensus, fact finding process, etc.
- Orientation on the organization and its various departments, programs, staffing, etc., and on the activities or services provided by each.
- Orientation on the budget document, the fund structure and the types of activities or programs and expenditures made from each fund in the budget.
- General discussion of vision and goals, spending priorities, or philosophy on how to allocate scarce resources or make trade-off decisions as to which programs get funded and which don’t.
- General economic projections by the finance officer of possible changes in resources or requirements expected next year.
- Any and all discussion of the current year budget or prior year budgets, including what, in general, might be done differently next year.

What cannot be discussed before the formally “noticed” meeting?

ORS 294.426(6): “The budget committee may not deliberate on the budget document as a body before the first meeting.” So, we recommend that you do not talk about:

- Specific estimates or appropriation amounts associated with any fund or line item, resource or requirement.
- The question of whether to fund specific programs or expenditures.
- The question of whether to impose any tax levy, or the amount of any levy.