

Budget Committee Meeting Minutes

9/28/2026

Co-Chairs:

Faculty Co-Chair: Kailani Henry,

Administrator Co-Chair: Dr. Queen E. King

Classified Co-Chair: Victor Crosthwaite

Attendance

Members Present:

Dr. Stacy Pfluger, Dr. Cesar Jimenez, Dr. Jessica Wojtysiak, Dr. Queen E. King, Kyungjin Menjivar (Business Education), Dr. Kailani Henry (Faculty Co-Chair), Kimberly Nickell (Program Review Liaison), Jessalyn Choate (Classified), Victor Crosthwaite (Classified Co-Chair), Maribel Montelongo (World Languages), Ginger LeBlanc (Behavioral Science), Nick Strobel (Physical Science), Alex Lewis (Social Science), Rebecka Zepeda (Academic Senate), Frankie Dirden (Student), Angela Williams (Classified), Beatrice Licon (Management).

Members Not Present:

Jason Warren (Student)

Called to Order

Dr. Queen E. King called the meeting to order at 4:05 p.m.

Approval of Agenda

- *Motion/First Rebecka Zepeda/Approved. Second Kimberly Nickell/Approved.*

Approval of Meeting Minutes

- Approval of the 8/24/2026 Meeting Minutes
- *Table – October Meeting*

Charter Review – Dr. Kailani Henry

- The charter will be resubmitted for review. It needs to be redlined for any changes for Academic Senate submission.

FY27 review of budget request – Dr. Queen E. King

1. How the budget was developed (level set)

A brief overview of the FY27 budget development process was provided. Budget allocations were reviewed using three-year expense averages and FY25–26 year-to-date expenses in Banner. This approach was intended to reduce insufficient funds (NSF) transactions (budget), which the district reported were occurring at a high volume at Bakersfield College. After the tentative budget upload, labor updates must be entered manually for each impacted employee. During the adopted budget process, there were some labor updates. These updates were budgeted as lump sums to meet the adopted budget deadline for submittal. The budget office

will allocate these amounts to the appropriate budget lines.

2. Adopted budget overview

- a. Dr. King reviewed the FY27 budget process, which shifted from using current-year expenditures to three-year spending averages to better assess departmental needs and support resource allocation. An overview of the adopted budget presented to the Board of Trustees was highlighted.

FY28 Budget Process

1. Budget Calendar – Beatrice Licon

- a. Beatrice Licon reviewed the updated budget calendar including new quarterly updates and submission deadlines.

2. Revised Budget template review – Beatrice Licon

- a. Beatrice Licon introduced the revised budget development template and reviewed the tools and resources being implemented to support the budget process. The template will give departments a more complete view of operating and personnel costs, including permanent labor expenses. The budget committee provided feedback on the template. The budget office will make adjustments based on that feedback.

3. Decision making criteria – Dr. Queen King/Dr. Kailani Henry

- a. Dr. Henry reviewed the budget committee's decision-making criteria document with the committee. The budget committee will review and make updates to this document at the next budget committee meeting.

4. Process for budget committee to review requests – Dr. Henry

- a. Dr. Henry led a discussion regarding the budget committee's involvement in the budget development process. The budget office will work on the development of a report to summarize budget requests to provide to the budget committee for the FY28 budget cycle.

5. Administrative Structure Review Task force – Dr. Queen King

- a. Dr. King provided information regarding the administrative structure review process, which reviews new classified and management position requests in the program review process. In the past two fiscal years, the number of new classified and management positions has significantly increased. Also, the timing does not align with the budget development process. Dr. King suggested developing a subcommittee of the budget committee to assist her in reviewing the process and proposing a process that aligned with the budget development calendar. She would like to evaluate the possibility of establishing an annual review process and a process for evaluating urgent staffing needs that arise during the fiscal year. Dr. King highlighted the review processes and evaluation process and rubrics used by Cuyamaca College and Las Positas College and proposed forming a Budget Committee subcommittee to help in revising and making recommendations for this process. Dr. Henry, Jessalyn Choate, and Maribel Montelongo volunteered to serve. Angela Williams's participation is pending confirmation.

Executive Compensation – Dr. Kailani Henry

- Dr. Kailani Henry and Rebecka Zepeda raised concerns about transparency in the district's review of executive compensation. Dr. Henry asked the Budget Committee to consider supporting a joint resolution by the Academic Senates of Bakersfield College, Porterville College, and Cerro Coso Community College. She provided a draft statement of Budget Committee support for review. The Budget Committee scheduled a Zoom meeting for October 1, 2026, to vote on the statement, allowing members time to review both the proposed statement and the Academic Senates' joint resolution.

Adjournment

- 5:16 p.m.

