YOUR ROLE IN DECISION MAKING AT COLLEGE OF THE CANYONS
PRESIDENT’S ADVISORY COUNCIL-BUDGET
The President’s Advisory Council-Budget (PAC-B) is designed to focus on both short-term and long-term fiscal responsibility, provide insight to the development of the budget, encourage understanding of the budget on an ongoing basis, work to ensure that the budget allocation process is driven by campus-wide planning and strategic priorities and provide recommendations on budget items to the District Chancellor to review and use to make recommendations to the Board of Trustees. Members should be neutral, fair and unbiased without department- or program-specific focus. For a visual description of the budget development process, see Appendix G.

FOCUS
In a neutral, fair and unbiased manner, members will:
• Receive information regarding ongoing state and District fiscal activities and review and share information on the state budget as it applies to the District’s budget;
• Become educated about how the District’s revenue and expenditure budgets are developed to provide a context in which to effectively carry out the roles of the Committee;
• Develop budget parameters in relation to priorities established in planning documents;
• Review information on external funding sources that have an impact on the budget (long-term);
• Suggest priorities for expenditures in the next fiscal year budget;
• Brainstorm, identify and recommend:
  – Cost savings/efficiencies;
  – Funds for reallocation, and;
  – Revenue generating possibilities.
• Receive Forced Cost priorities of Executive Cabinet members, as defined in the Budget Parameters and compare to original Forced Cost requests submitted through Program Review;
• Review budget augmentation or reduction requests submitted through Program Review based on Executive Cabinet priorities and prepare final recommendations to the District Chancellor for items to include in the budget, to the extent possible;
• Disseminate information to constituents regarding the District’s financial resources and expenditures and bring feedback through Committee representatives; and
• Recognize the scope of the PAC-B Committee and refer items outside the scope of responsibility to the appropriate committee, e.g. Technology Committee, Staffing Committee, etc.

CO-CHAIRS
Vice President of Business Services and a faculty representative

CONNECTS TO
Executive Cabinet via Vice President of Business Services