



Budget Committee Meeting Minutes
Wednesday, February 18, 2009
1:30 to 3:30 p.m. – Building 3, Room 104

Members Present: Margie Carrington, Linda Haley, Maria Lara-Blanco, Joan Murphy, Vickie Nunes, Martin Partlan, Gregory Stoup, Lezlee Ware,

Ex-Officio: Thomas Mohr – President, Robert Hood – Director of Marketing

Members Absent: Student Reps

Guests: David Meckler, Monica Malamud, Janet Stringer, Terry Watson,

AGENDA	CONTENT	PRESENTERS
1) APPROVAL OF MINUTES FROM FEBRUARY 4, 2009 (Action)	The minutes were approved as amended.	Joan Murphy & Martin Partlan, Budget Committee Co-Chairs
2) PUBLIC COMMENTS (Information)	<p>Those present were informed that this meeting is being video-taped to serve as a test for upcoming College meeting tapings with important topics.</p> <p>The College Business Officer reported that the State of California still does not have an approved budget.</p> <p>With upcoming Budget Committee agenda items to include Department/Division Budget Reviews, it was suggested that Departments/Divisions present their own budgets reviews rather than the Business Office. This was noted and will be considered when upcoming budget reviews are presented.</p> <p>College Planning Council meeting tomorrow at 1:30 p.m. President Mohr will be presenting the College Reorganization proposal.</p>	Martin Partlan Vickie Nunes Linda Haley Martin Partlan Margie Carrington
3) BUSINESS I. College Update (Information)	<p>Reported that the College Security elements are being centralized at the District Office. The hours when Security is on campus have been extended.</p> <p>Noted that drivers are driving too fast on our campus. This was brought up at a meeting with San Mateo County Sheriff Monks. Sheriff Monks suggested that the College form a Traffic Committee. He also mentioned that he could assign a couple of experts in this field from the Sheriff's Department to do a radar survey to determine what the campus speed limits should be and then get them posted. Once this is done they are willing to enforce the speed limit. In the meantime we</p>	Thomas Mohr, President

<p>II. Mission Statement (Discussion)</p>	<p>need to get the centralized Safety Division to take charge of this. The District Office recently conducted a survey of our parking lots. They believe with the expansion of Student Lot 6 and changing Staff Lot 5 to a Student Lot that we should be able to accommodate the parking needs of our staff and students. Student Lot 3 will be closed in mid April in order to begin construction on the Faculty/Staff housing. The expansion of Student Lot 6 will be completed before Student Lot 3 is closed. It was suggested that better direction needs to be given at the campus "Y" to include the Stop Sign. Informed those present that he will be meeting with both Vice President Hiring Committees later today. President Mohr gave an update on the Board of Trustees Retreat held on February 7th.</p> <p>Agenda item moved to the March 4th meeting.</p>	
<p>III. New Changes to Budget Committee By-Laws (Discussion)</p>	<p>A revised draft of the Budget Committee By-Laws reflecting the new changes was handed out and reviewed. A few revisions were made. Members were asked to share this document with their constituency groups and bring back their input.</p>	<p>Martin Partlan, Budget Committee Co-Chair</p>
<p>IV. HSI Budget Category Overview (Information)</p>	<p>Reviewed the HSI grant budget submitted to the Department of Education. The grant amount is \$765,000 each year for two years beginning October 1, 2008. The Grant Project Director is Norma Abe. The Project Assistant for the grant is Mary Ann Leary. The goal of this grant is to improve STEM education and transfer. The budget included funding for:</p> <ul style="list-style-type: none"> • <u>Personnel</u> Project Director, Project Assistant, Faculty for Curriculum development release time to develop expanded math lab and summer program, Instructional Aides, Tutors, Transfer/Articulation Specialist • <u>Other</u> Travel, Equipment which allowed us the opportunity to purchase items for Science based labs, Supplies (software, math lab) Contractual <p>It was noted that this grant was available due to one-time money.</p>	<p>Janet Stringer, Dean of Science & Technology</p>

<p>V. Reorganization Update (Information/Discussion)</p>	<p>Information considered when looking into the College reorganization included FTE, courses, program review, committees on-going, advisory committees, certificate endeavors accomplished, grants Division supervised, and Division workload. President Mohr reported that he is leaning toward moving the:</p> <ul style="list-style-type: none">• Library, Learning Center and TRiO to the Humanities Division• EOPS to Counseling & Enrollment Division• University Center to VPSS Office <p>Would also propose to assign the University Center Division Assistant and possibly another position to support where needed.</p> <p>It was noted that this is subject to debate. A more detailed presentation of this proposal will be given at the College Planning Council meeting tomorrow.</p>	<p>Thomas Mohr, President</p>
<p>4) ADJOURNMENT</p>	<p>The meeting was adjourned at 2:35 p.m.</p>	<p>Joan Murphy & Martin Partlan, Budget Committee Co-Chairs</p>