



BUDGET COMMITTEE MEETING AGENDA
Wednesday, February 2, 2011
2:00 p.m. – Building 3, Room 142

AGENDA ITEM	PRESENTER	PROCESS
1) APPROVAL OF MINUTES	The minutes of October 20 th and November 3 rd were approved as submitted.	Martin Partlan & Joan Rosario, Budget Committee Co-Chairs
2) PUBLIC COMMENTS	None	Martin Partlan & Joan Rosario, Budget Committee Co-Chairs
3) BUSINESS		
I. District Auxiliary Services: A Discussion with Director Tom Bauer	<p>As Director of our District’s Auxiliary Services, Mr. Bauer oversees the College Bookstores, Food Services, and the Health Club at the College of San Mateo. Our District is currently looking at how to maximize the use of the college facilities at the three campuses. Mr. Bauer has been asked to oversee this task and has begun by looking at our District’s facility rental rates along with the rental rates being used by the high school districts and convention centers in the area. Next steps will be to convene a small group this Spring with representation from each of the Colleges to review our current facility rental rates and have a new fee structure in place by July 1. Our District is also looking into the possibility to have someone that could market, bringing events to use our facilities and food services.</p> <p>Our Board of Trustees will be discussing this topic further at their upcoming Board Retreat.</p> <p>Mr. Bauer also reported that after conducting a study on the central duplicating departments at Skyline and Cañada, that the Skyline College central duplicating services will be incorporated into the District’s Auxiliary Services. Cañada’s Central Duplicating department will remain under the college.</p>	Tom Bauer, SMCCCD Director of Auxiliary Services

<p>II. State/District/College budget and Measure G</p>	<p>Reported that our budget site allocation for 2010-11 is \$15,416,892. Cañada's budget allocation for 2011-12 is \$14,915,240, approximately a \$500,000 reduction over a period of a year.</p> <p>Reviewed and discussed:</p> <ul style="list-style-type: none"> • the amount spent on academic/classified salaries and benefits and reported that overall the college is doing a good job of staying on budget so far. • advised that with additional footage of Building 5/6, there will be additional costs to the college for custodial (150,000 for supplies and equipment) and possibly additional ITS costs of approximately \$250,000 • hiring status <p>The Budget Committee endorses the President's plan to hire using President's assumptions for the budget. The Budget Committee feels that we should go forth with the hiring process and review the budget figures again in a month.</p> <p>Martin Partlan gave an update on the State budget as reported at the last District Budget Committee.</p>	<p>Thomas Mohr, President</p>
<p>4) ADJOURNMENT</p>	<p>The meeting was adjourned at 3:27 p.m.</p>	<p>Martin Partlan & Joan Rosario, Budget Committee Co-Chairs</p>