Cañada College

BUDGET COMMITTEE MEETING MINUTES
Wednesday, September 16, 2009
Building 2, Room 10 – 1:30 p.m.

Members Present: Margie Carrington, Linda Haley, Maria Lara-Blanco, Vickie Nunes, Martin Partlan, Sarah Perkins, Gregory Stoup, Susan Traynor, Elizabeth Terzakis for Lezlee Ware
Ex-Officio: Thomas Mohr – President, Robert Hood – Director of Marketing
Absent: Peter Barbatis, Nick Gianatasio
Guests: Roberta Chock, Sharon Finn, Monica Malamud, Ruth Miller, Jose Pena, Rita Sabbadini, Maggie Souza, Janet Stringer, Nancy Wolford,

AGENDA ITEM	CONTENT	PRESENTER
1) APPROVAL OF MINUTES	The minutes of September 2, 2009 were approved as submitted.	Martin Partlan & Susan Traynor, Budget Committee Co-Chairs
2) PUBLIC COMMENTS	None	Martin Partlan & Susan Traynor, Budget Committee Co-Chairs
3) BUSINESS I. Budget Review	President Mohr reported that the three College Presidents are meeting weekly at the Chancellor's Cabinet meetings to discuss further reductions at their campuses for the 2010/2011 fiscal year. The amount Cañada needs to reduce their budget by is a little over $1.2 million. The colleges need to present their budget reductions to the District Office by winter recess. President Mohr will be working closely on the budget reductions with our Vice Presidents and Deans and bring this information forward to the Budget Committee. A budget review was given as follows: Reported that our budget allocation for 2009/2010 is $12,526,747. Position Control/Full time salaries 8,664.179 Hourly Salaries 3,078.643 Discretionary Funds 672,574 (includes Instructional supplies) _____ Over/Short $111,351 A budget overview of 2008-2009 was also given. A discussion will need to take place regarding our one-time funds and whether they	Thomas Mohr, President Vickie Nunes, College Business Officer

	should be used toward the budget reductions we are being asked to make. It was reported that the categorical reductions imposed by the State will be in effect until 2013. It was also reported that our District is reviewing their resource allocation model. This is being discussed at the District Budget meetings which are open meetings.	
II. Review of Revenue III. Brainstorming – Open Discussion of Possible Revenue Generators	The revenue our College receives is from the State, grants, facilities rental, and the Foundation. Ideas brought forward for additional revenue for our College were: • Increase facility rentals • Look into having a Testing Center at the College • Soliciting for sponsors of classes/endowment courses • Contact alumnae • Donate button on the College website Proposed that a sub-committee from the Budget Committee be formed to look into how the College can generate other sources of income.	Martin Partlan & Susan Traynor, Budget Committee Co-Chairs
IV. Introductions to TBA – Hours by Arrangement	An overview of TBA (Hours by Arrangement) was given that included: • General concept – TBA involves hours of extra assignments for courses above and beyond homework. • Recent changes by the State with TBA • TBA Auditing • Reimbursement • Bringing balance to TBA at our College The State is giving Community Colleges until the next semester to resolve any issues they may have with TBA.	Sarah Perkins, Vice President of Instruction
V. Agenda Building	Discussion occurred on the Budget Committee meeting schedule. Proposed that the Budget Committee keep their schedule of two meetings a month but at the same time not meet if there is no need.	Martin Partlan & Susan Traynor, Budget Committee Co-Chairs
4) ADJOURNMENT	The meeting was adjourned at 3:30 p.m.	Martin Partlan & Susan Traynor, Budget Committee Co-Chairs