



BUDGET COMMITTEE MEETING MINUTES
Wednesday, October 6, 2010
2:15 p.m. – Building 3, Room 142

Members Present: Parvaneh Darafshi, Maria Lara-Blanco, Lucy Nolasco, Vickie Nunes, Martin Partlan, Sarah Perkins, Robin Richards, Joan Rosario, Stephanie Hinckle, Gregory Stoup,

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

Members Absent: Elizabeth Terzakis, Student Rep

Guests: Jenny Castello, Roberta Chock, Linda Hayes, Debbie Joy, Dave Vigo,

AGENDA ITEM	PRESENTER	PROCESS
1) APPROVAL OF MINUTES	The minutes of September 1, 2010 were approved as submitted.	Martin Partlan & Joan Rosario, Budget Committee Co-Chairs
2) PUBLIC COMMENTS	<ul style="list-style-type: none">President Mohr spoke about the Redwood 2020 organization that was initiated by the City of Redwood City several years ago creating a community partnership to support the success of all youth and families and to engage and strengthen the community. Community partners are the City of Redwood City, Redwood City Elementary School district, Sequoia Union High School District, San Mateo County, Stanford University/John Gardner Center, Wells Fargo Bank, Sequoia Healthcare District, and Kaiser Permanente. Annual dues for each partner are \$25,000. President Mohr would like to have this as a future agenda item and discuss if this is a worthwhile expenditure for our college.District Budget Committee will be meeting on October 14th, 2 p.m. at the District Office. These are open meetings.	Thomas Mohr, President Martin Partlan, Budget Committee Co-Chair
3) BUSINESS I. Review & Discussion of the Mission of the Budget Committee & Operational Details	It was proposed that the Budget Committee meeting time be changed from 1:30 to 3:30 p.m. to 2:00 p.m. to 4:00 p.m. A motion was made and seconded to move the Budget Committee meeting time to 2:00 to 4:00 p.m. beginning with the next meeting on October 20. All members present agreed.	Martin Partlan, Budget Committee Co-Chair

<p>II. Review of District/College Measure G Funds</p>	<p>It was also noted that Item #3 under Role which reads“Reviews revenue projections for each upcoming Fiscal Year based on reported and estimated FTES allocations from the District” was too narrowly defined and needed to be interpreted more broadly i.e. revenue projections in the broadest sense.</p> <p>Propose to add \$300,000 for Instructional Equipment to the Measure G proposal. During discussion it was suggested that we may also want to consider having more books in the Library for students to use.</p> <p>The Special Parcel Tax Fund 61 shown on page 79 of the SMCCCD 10-11 Final Budget Report book was reviewed.</p> <p>A motion was made and seconded that contingent on our receiving \$1.6 million of Measure G funds that we use \$300,000 for Instructional Equipment.</p> <p>It was suggested that the Budget Committee forward a statement from our College to the District that the distribution of Measure G funds be divided evenly between all three Colleges. Discussion followed. A motion was made and seconded that a letter from the Budget Committee Co-Chairs on behalf of the college be written and sent to our District asking to divide the Measure G Funds in thirds to each of the three Colleges. A vote was taken among the members present with 8 agreeing and one abstention.</p>	<p>Sarah Perkins, VP Instruction Robin Richards, VPSS Vickie Nunes, College Business Officer</p>
<p>III. Analysis of Cañada’s Staffing</p>	<p>Pages 3 to 10 in the SMCCCD 10-11 Final Budget Report book were reviewed that included a review of Fund 1 and budget allocation per headcount.</p>	<p>Vickie Nunes, College Business Officer</p>
<p>IV. District Budget Update</p>	<p>SMCCCD 10-11 Final Budget Report book 2010-11 was again reviewed and discussed focusing on the SMCCCD Budget figures, FTES for each college, and the site allocation.</p>	<p>Martin Partlan, Budget Committee Co-Chair</p>
<p>V. Planning an “Unmet Needs” Analysis of Cañada</p>	<p>Discussion centered on how we might go about conducting an effective analysis on the unmet needs of our college. Suggestions were to look at the Department Annual Plans and to ask the Planning Councils. A motion was made and seconded to ask the College Planning Councils to do an analysis needs using our top four Strategic goals as a base to start with. The Planning Councils will also be asked to propose a timeline.</p> <p>All members agreed.</p>	<p>Martin Partlan, Budget Committee Co-Chair</p>
<p>4) ADJOURNMENT</p>	<p>The meeting was adjourned at 3:30 p.m.</p>	<p>Martin Partlan & Joan</p>

		Rosario, Budget Committee Co-Chairs
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