



**BUDGET COMMITTEE MEETING MINUTES**  
**Wednesday, October 21, 2009**  
**1:30 p.m. – Building 2, Room 10**

**Members Present:** Peter Barbatis, Linda Haley, Maria Lara-Blanco, Vickie Nunes, Martin Partlan, Sarah Perkins, Susan Traynor, Lezlee Ware

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

**Members Absent:** Margie Carrington, Nick Gianatasio

**Guests:** Elizaer Ayala-Austin, Aja Butler, Barbara McCarthy, Edith Flores, Linda Hayes, Deborah Joy, Ruth Miller, Bart Scott, Maggie Souza, Janet Stringer

AGENDA	CONTENT	Presenter
<b>1) APPROVAL OF MINUTES</b>	The minutes of October 7, 2000 were approved as amended.	Martin Partlan & Susan Traynor, Budget Committee Co-Chairs
<b>2) PUBLIC COMMENTS</b>	<ul style="list-style-type: none"> <li>• Apologized to those present and to the members of the campus community for his outburst at the last Budget Committee meeting. He has apologized to President Mohr and would like to apologize to the campus at large at this time.</li> <li>• Announced that the CBET program has received a grant from the Silicon Valley Foundation in the amount of \$115,000 for vocational ESL. It is hopeful that the grant will run approximately 2 years. Noted that Redwood 2020 assisted the College with this grant.</li> <li>• Informed members that he has been attending the Redwood 2020 meetings however we have not paid the membership fee of \$25,000.</li> <li>• Update from District Budget Committee Meeting - SMCCCD CFO Kathy Blackwood has filed papers taking our District into Basic Aid.</li> <li>• The District and three Colleges will be purchasing CurricUNET at a 50% discount.</li> </ul>	<p>Martin Partlan</p> <p>Linda Haley</p> <p>Thomas Mohr, President</p> <p>Martin Partlan</p> <p>Martin Partlan</p>
<b>3) BUSINESS</b>		
I. Role of the Budget Committee	<p>Discussion occurred as to what the role of the Budget Committee should be. Comments made were:</p> <ul style="list-style-type: none"> <li>• Should promote transparency, a clear understanding, and impact of the College</li> </ul>	Martin Partlan & Susan Traynor, Budget Committee Co-Chairs

<p>II. Review of the Budget Reduction Process</p>	<p>budget to the campus community</p> <ul style="list-style-type: none"> <li>• Verify the amount attached to reductions</li> <li>• What is the Budget Committee’s connection with CPC</li> <li>• What is the Budget Committee’s role with IPC and SSPC and how do we work together</li> <li>• Priorities have now changed from growth to reductions</li> <li>• Need to have one body on campus to focus on the College budget</li> </ul> <p>It was pointed out that as the Planning &amp; Budget Committee, the committee revisited budgets, reviewed hiring and equipment requests, discussed how funds were allocated through the College, and took part in the initial budget reduction process.</p> <p>The Budget Reduction process includes:</p> <ul style="list-style-type: none"> <li>• Deans discuss the status of Division programs and courses with their faculty using whatever tools are available to assess the status of all the programs and courses the Division is engaged in. Courses which are considered for reduction are brought forward for potential consideration.</li> <li>• The VPI convenes a meeting of the Academic Senate President, Curriculum Committee Co-Chair, IPC Co-Chair, AFT rep, and Deans where everyone’s viewpoint will be discussed, understood, and noted.</li> <li>• IPC will examine every option/suggestion brought to the committee and prepares to recommend for further consideration courses or programs.</li> <li>• Budget Committee examines each of the courses under consideration for reduction savings, impact on the budget and for the requirement of transparency.</li> <li>• CPC reviews the recommended options for reduction and advises the President of whatever recommendation or level of endorsement it deems appropriate consequent to its meeting or meetings.</li> <li>• President decides what to take forward to the District for reduction and explains in a public forum the rational for whatever that decision may be.</li> </ul> <p>The reduction process was also sent to faculty and staff via email by President Mohr. Reduction recommendations will be presented to the Board of Trustees at their December meeting.</p>	<p>Thomas Mohr, President</p>
<p>III. Review of Distribution of Budget Reductions</p>	<p>In looking at reductions, the College is using Reflective Inquiry where reductions are based on data, our College goals, and mission of the College. We are still waiting to see what our allocation will be for state categoricals.</p>	<p>Thomas Mohr, President Vickie Nunes, College Business Officer</p>

<p>IV. Discussion of College Staffing Research</p>	<p>Budget Committee members reported back on their findings from visiting Community College websites looking at staffing ratios and budgets at other Colleges. Robert Hood reported that he went to the iStream website and viewed a national survey of Community College Presidents answering how they are handling the budget crisis. Responses included cutting full time faculty and hiring part time faculty, increasing the number of on-line courses, increasing the number of on-line degrees, largest cuts in Administration, Professional Development cuts, increase Student Aid, Senior Administration cuts, and some Administration clerical cuts.</p>	<p>Martin Partlan &amp; Susan Traynor, Budget Committee Co-Chairs</p>
<p><b>4) ADJOURNMENT</b></p>	<p>The meeting was adjourned at 3:05 p.m.</p>	<p>Martin Partlan &amp; Susan Traynor, Budget Committee Co-Chairs</p>