

**Mt. San Antonio College
Budget Committee
Summary of February 24, 2010**

Committee Members:

Mike Gregoryk, Chair
 Linda Baldwin
 Virginia Burley
 Jennifer Galbraith

Eric Kaljumagi
 Art Morales
 Steven Liu
 Denise Lindholm

Laura Martinez
 Audrey Yamagata-Noji
 Marissa Parris
 Kerry Martinez (Notes)

Joan Sholars for J. Galbraith

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
1. Agenda Review		Approved, as submitted.
2. Review Meeting Summary of December 2, 2009		Approved, as submitted. Eric Kaljumagi reminded the committee members that a communication, as recorded in the summary, from the Budget Committee to the campus community still needs to be done.
3. Review Budget Presentation for Board of Trustees Meeting	Mike Gregoryk reviewed with the Budget Committee members the Budget Presentation he will be taking to the Board of Trustees meeting.	No action/outcome.
4. Final Approval of the Budget Review and Development Process Packet	Linda Baldwin and Eric Kaljumagi explained the Budget Review and Development Process information packet that will be going to President's Advisory Council on March 3, 2010. Audrey Yamagata-Noji asked if guidance will be provided with the Status Quo Budgets and the budget cuts. It was suggested the document be modified to address the proposal for reductions when there is no budget. Linda Baldwin explained that the Tentative Budget is very preliminary, and she prefers the budget reduction process be kept separate from these guidelines to prevent it from becoming very complicated. Eric suggested using a model for budget reductions. Mike stated they will be looking at different areas such as overtime, classified hourly employees; and ongoing energy costs. He stated this will not be a uniform process.	Approved, as submitted.

5. Review Progress of Task Force for Cost-Cutting/Revenue-Generating Ideas	<p>The Budget Committee members reviewed the most recent version of the Cost-Cutting/Revenue-Generating Ideas spreadsheet. It was suggested that the spreadsheet be printed on legal size paper and sorted with cost saving items first. Denise Lindholm stated she would revise the spreadsheet, incorporating the suggestions, and send them out to the committee members via e-mail. Virginia Burley stated it would be helpful to the bargaining units if the items that are considered negotiable be “cost out” and agreed upon by the Budget Committee. It would save time for the bargaining units if they had numbers that could be trusted. Mike stated it should be known that the Budget Committee is not involved in negotiating; but costing out the negotiable items, without negotiating, can be a tool that’s helpful to the bargaining units. The bargaining units can define and communicate to the Budget Committee what is needed. Virginia suggested a campus campaign for cost savings that shifts the campus culture that relies on large reserves, as it has always been in the past.</p>	
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FUTURE MEETING DATES (3:00 p.m. – 4:30 p.m.)

March 3, 2010 - 3:30 p.m. (change in meeting time)
March 17, 2010
April 7, 2010
April 21, 2010

FUTURE AGENDA ITEMS:

Creation of Priorities/Process for Reducing the Budget, Reduction of Expenses in the Budget Ideas for Budget Committee Communication
Vice Presidents’ Reports