

**Mt. San Antonio College
Budget Committee
Summary of October 12, 2011**

Committee Members:

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|--|--|---|---|
| <input checked="" type="checkbox"/> Mike Gregoryk, Chair | <input checked="" type="checkbox"/> Jennifer Galbraith | <input type="checkbox"/> Mark Fernandez | <input checked="" type="checkbox"/> Annette Loria (Guest) |
| <input checked="" type="checkbox"/> Linda Baldwin | <input checked="" type="checkbox"/> Art Morales | <input checked="" type="checkbox"/> Jose Jimenez | <input checked="" type="checkbox"/> Sofia Haq (Student) |
| <input checked="" type="checkbox"/> Virginia Burley | <input checked="" type="checkbox"/> Jean Garrett | <input type="checkbox"/> Crystal Lane Swift | <input checked="" type="checkbox"/> Jill Miller (Notes) |
| <input checked="" type="checkbox"/> Audrey Yamagata-Noji | <input checked="" type="checkbox"/> Denise Lindholm | <input checked="" type="checkbox"/> Richard McGowan (guest) | |

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
1. Review Agenda		Approved as submitted.
2. Review Meeting Summary of September 14, 2011	The Budget Committee Meeting Summary of September 21, 2011 was reviewed and approved as submitted.	Approved as submitted.
3. Plan for Budget Reduction Discussion	<p>Mike Gregoryk shared the following guidelines from Cabinet on Budget Reductions:</p> <ol style="list-style-type: none"> 1. Adhere to FON (Full-time Faculty Obligation) 2. Reduce categorical backfill (by moving to General Fund) 3. Temporarily stop payment to OPEB Trust (temporary stop-gap measure) 4. Restructure RR for additional IT and Scheduled Maintenance Funds (new facilities need maintenance, utilities, etc.) 5. Review stand-alone course offerings/low-performing academic programs (no definition as yet – all programs will need to be reviewed) 6. Use ending balance for ongoing operating budget (move positive ending variance into operational budget) <p>Mike Gregoryk said it is the Committee's responsibility to recommend a process for budget reduction. Total program review for every area is needed.</p>	

	<p>Ginny Burley discussed the planning themes her teams put together to efficiently employ technology and streamline expenditures. Efficiencies will be a great start, but whole operations will need to be evaluated.</p> <p>Audrey Yamagata-Noji distributed copies of her Budget Reduction Process proposal.</p>	<p>Copies of the planning summary will be emailed to all Committee members tomorrow for review prior to the next meeting.</p> <p>The Committee will review Audrey's "model" for discussion at next week's meeting.</p>
<p>4. Training for Budget Committee Members</p>	<p>Ginny Burley suggested we post on the Budget Committee website a FAQ sheet on the budgeting process.</p> <p>Richard McGowan suggested that all Committee members write two or three things that they would like to know about Mt. SAC's Budget and budget process.</p>	<p>Each Committee member was asked to write down two or three ideas on how to explain Mt. SAC's Budget and budget process for the next meeting.</p>

FUTURE AGENDA ITEMS:

- Training for Budget Committee Members
- Plan for Budget Reduction Discussion

FUTURE MEETING DATES (3:00 p.m. – 4:00 p.m.)

- October 19, 2011