

**Mt. San Antonio College
Budget Committee
Summary of February 8, 2012**

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"/> Don Hurdle for Art Morales | <input type="checkbox"/> Jose Jimenez | <input checked="" type="checkbox"/> Sofia Haq (Student) |
| <input checked="" type="checkbox"/> Virginia Burley | <input type="checkbox"/> Jean Garrett | <input checked="" type="checkbox"/> Crystal Lane Swift | <input checked="" type="checkbox"/> Kerry Martinez (Notes) |
| <input checked="" type="checkbox"/> Audrey Yamagata-Noji | <input type="checkbox"/> Denise Lindholm | <input checked="" type="checkbox"/> Richard McGowan (Guest) | |

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
1. Agenda Check		Approved, as submitted.
2. Review Meeting Summary of January 25, 2012	The Budget Committee Meeting Summary of January 25, 2012 was reviewed and approved, as submitted.	Approved, as submitted.
3. Communication/Budget Review	<p>Linda Baldwin stated she attended the President's Cabinet meeting and they discussed Dr. Scroggins' suggestion of having the Budget Committee review the status quo budgets. It was discussed that the departments should have the first opportunity to review their status quo budgets prior to the Budget Committee reviewing them. Having the Budget Committee review budgets for the past three years will create more questions and require a lot of time of the committee. Mike stated he has asked the Information Technology department to provide a budget report that contains the past three fiscal years' budgets, revised budgets, and actuals. This report will be distributed to the department budget managers, and they will need to submit their explanations to the variances.</p> <p>Linda Baldwin asked how the College will fix the ongoing deficit budget and explained why the year-end structural deficit budget balances for the past three years look as though the College does not have an ongoing deficit. Linda stated if every vacancy was</p>	

	<p>filled, and all of the status quo budgets were spent, there would not be such a large positive variance. Since the College has implemented Banner, the budgets are more closely monitored and Banner prevents overspending.</p> <p>Richard McGowan stated he has been asking for a status quo budget review for a long time, and a discussion that asks the question if there really is a structural deficit or not. Richard suggested the Budget Committee look at a three-year trend of the status quo budgets to understand where the changes are taking place and if there are areas of discretionary funds, and where they are. He reminded the Budget Committee members of the year that a “Budget Holiday” was implemented and \$1.9 million was discovered in carry-overs.</p> <p>Virginia Burley stated there could be significant savings in accounts that have not been spent, because budget managers have been warned of possible mid-year cuts and they are reluctant to spend their money in case the College gets hit with more cuts. An example was given where the College received a donation of a jet and a former student stated he would provide free tie-down space. The student ended up not being able to provide the tie-down space and now the College has an ongoing \$21,000 expense and no new money to cover it. Virginia stated it would be interesting to see if there are these types of situations in all areas. Linda stated it would be interesting to compare the spending patterns prior to the budget crisis, as compared to now.</p> <p>Virginia stated she has looked at the suggestions from</p>	
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	<p>the President for the Budget Committee and is asking why we are doing this. She feels as though the committee does not have a clear purpose. Virginia stated she is struggling with the process to integrate allocations and how they link with the planning process. There is no clear aligned planning process. Linda defended the work of the Budget Committee and noted that a budget process was developed. Audrey Yamagata-Noji noted that there have been no funds to allocate, so we have not seen the process work.</p> <p>Mike stated he will bring to the next meeting the budget cut discussion item list that came from Dr. Scroggins' office. Mike asked that an electronic copy of the "2011-12 Adopted Budget Summary" be sent to the Budget Committee members for their review prior to the next meeting where Linda Baldwin will present the "2011-12 Adopted Budget Summary" and answer any questions the committee may have. Linda stated that now is the time for anyone to give their suggestions for changes to the budget report.</p> <p>The committee agreed to meet again on February 22, 2012 from 3:30 - 4:30 p.m.</p>	<p>Kerry Martinez will e-mail the electronic version of the "2011-12 Adopted Budget Summary" to the Budget Committee members.</p>
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FUTURE AGENDA ITEMS:

- Review of "2011-12 Adopted Budget Summary"
- Review Dr. Scroggins' Budget Cut Discussion Item List

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

- February 22, 2012 (3:30-4:30)
- March 14, 2012
- March 21, 2012