

**Mt. San Antonio College  
Budget Committee  
Summary of April 25, 2012**

**Committee Members:**

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

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
<b>1. Agenda Check</b>		Approved, as submitted.
<b>2. Review Meeting Summary of March 21, 2012</b>	The Budget Committee Meeting Summary of March 21, 2012 was reviewed and approved, as submitted.	Approved, as submitted.
<b>3. Managed Printing Services Presenter - Dale Vickers</b>	<p>Dale Vickers from Information Technology presented the Managed Printing Services program that Mt. SAC is implementing as a cost savings measure.</p> <p>Dale explained the process of the removal of printers in Building 4, which initiated the Managed Printing Services program as the pilot building. Dale stated that the actual savings cannot be defined without a program or software tracking the print count. There are variables in when tracking the costs per print, such as color vs. black and white, amount of print per sheet and paper usage.</p> <p>So far, 57% of printers have been removed from Building 4, equaling 37 printers total. Dale also presented goals in managing the printing costs. Electronic distribution was discussed; Budget Committee members agreed that electronic distribution should take precedence over printing. Items such as meeting agendas, minutes, contracts, phone</p>	

	<p>directories and syllabi were a few examples of items that can be distributed electronically to avoid printing costs.</p> <p>Mike stated Mt. SAC's average consumption of paper is 2 million pieces per month. Having employees opting for double sided printing was suggested.</p> <p>The implementation of Managed Printing Services program throughout Mt. SAC will not only reduce print costs per sheet, it will reduce costs associated with toner, repair costs and replacement costs of various printers located throughout the college.</p>	
<p><b>4. Discussion on Budget Communication</b></p>		<p>Tabled to a future Budget Committee Meeting.</p>

**FUTURE AGENDA ITEMS:**

- **Prioritization Process, Facilities Advisory Committee, Gary Nellesen (Guest)**
- **Discussion on Budget Communication**

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

- **May 16, 2012**
- **June 13, 2012**
- **June 20, 2012**