

**Mt. San Antonio College  
Budget Committee  
Group Summary of October 15, 2008**

**Committee Members:**

- |  |   |  |   |
|--|---|--|---|
| <input checked="" type="checkbox"/> Mike Gregoryk, Chair | <input checked="" type="checkbox"/> Don Hurdle      | <input checked="" type="checkbox"/> Richard McGowan      | <input checked="" type="checkbox"/> Jill Miller (Notes) |
| <input type="checkbox"/> Linda Baldwin                   | <input checked="" type="checkbox"/> Eric Kaljumaji  | <input checked="" type="checkbox"/> Audrey Yamagata-Noji |   |
| <input checked="" type="checkbox"/> Ginny Burley         | <input checked="" type="checkbox"/> Denise Lindholm |  |   |
| <input checked="" type="checkbox"/> Jennifer Galbraith   |   |  |   |

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
<b>1. Agenda Review</b>		<b>Approved as submitted.</b>
<b>2. Review of Summary of October 15, 2008 Meeting</b>	The Summary was corrected to show that Don Hurdle was present at the meeting.	<b>The corrected meeting summary will be posted.</b>
<b>3. Dr. John Nixon – Accreditation and Budget</b>	<p>Dr. Nixon distributed copies of Accreditation Standards for Institutional Mission and Effectiveness and reviewed the role of institutional planning in the budget process. Emphasizing the following points: The institution assures the effectiveness of its ongoing planning and resource allocation processes by systematically reviewing and modifying, as appropriate, all parts of the cycle, including institutional and other research efforts.</p> <p>The institution relies upon its mission and goals as the foundation for financial planning.</p> <ul style="list-style-type: none"> <li>○ Financial planning is integrated with and supports all institutional planning.</li> <li>○ The institution clearly defines and follows its guidelines and processes for financial planning and budget development, with all constituencies having appropriate opportunities to participate in the development of institutional plans and budgets.</li> </ul> <p>He also discussed the State Budget. We are facing the prospect of a serious revenue decline. The State revenue is already not matching the original projections. There will most certainly be less revenue in the 2009-10 Budget. We need to move quickly to develop guidelines to address the</p>	

	<p>situation.</p> <p>The Committee requested that the Purpose Statement be revised to reflect integration of financial planning and institutional planning.</p>	
<p><b>4. Review of process for potential mid-year reductions for 2008-09 and base reduction for 2009-10</b></p>	<p>Mike Gregoryk distributed a Budget Review process. After reviewing the items, the Committee felt that they should have a working meeting next Wednesday to begin developing recommendations/guidelines.</p>	<p><b>Budget Committee will have a special working meeting on October 22, 2008 at 3:30 p.m.</b></p>
<p><b>Future Agenda items:</b></p> <ul style="list-style-type: none"> <li>• Zero-base budgeting</li> <li>• Development of guidelines for recommendation to PAC on budget cuts process</li> <li>• Discussion on utilization, grant, categorical programs</li> <li>• Long-term planning</li> </ul>		

**FUTURE MEETING DATES (3:30 p.m. – 4:30 p.m.)**

- October 22, 2008 – working group meeting
- November 5, 2008
- November 19, 2008
- December 3, 2008
- December 17, 2008 (tentative)