

**Mt. San Antonio College
Budget Committee
Summary of November 4, 2009**

Committee Members:

- | | | | |
|--|---|--|--|
| <input type="checkbox"/> Mike Gregoryk, Chair | <input type="checkbox"/> Eric Kaljumagi | <input checked="" type="checkbox"/> Laura Martinez | <input checked="" type="checkbox"/> Kerry Martinez (Notes) |
| <input checked="" type="checkbox"/> Linda Baldwin | <input checked="" type="checkbox"/> Art Morales | <input checked="" type="checkbox"/> Audrey Yamagata-Noji | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> Virginia Burley | <input checked="" type="checkbox"/> Steven Liu | <input checked="" type="checkbox"/> Marissa Parris | <input type="checkbox"/> |
| <input checked="" type="checkbox"/> Jennifer Galbraith | <input checked="" type="checkbox"/> Denise Lindholm | <input checked="" type="checkbox"/> Kristina Allende | <input type="checkbox"/> |

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
1. Agenda Review	Denise Lindholm asked to be added to the Agenda to report on the Task Force for Revenue Enhancement/Cost Cutting Ideas. Virginia Burley introduced new Budget Committee member Kristina Allende who is representing faculty.	Approved, as submitted with one addition.
2. Review Summary of October 14, 2009	One sentence correction noted in item 4, first paragraph.	Approved, as submitted with one correction.
3. Finalize Draft of the Budget Review and Development Process Timeline, the 2010-11 Budget Development Calendar and the Guide to Mt. San Antonio College's Budget Review and Development Process	<p>The Budget Committee reviewed the Budget Review and Development Process Timeline and discussed the third pink box down on the right of the flowchart. The committee asked if they would have a detailed report to enable them to make recommendations. Linda Baldwin stated a report can be developed showing actual budget totals, expenditure summary totals and actual revised budget totals. Audrey Yamagata-Noji stated this report would be beneficial for understanding trends and could help the Vice Presidents see their data.</p> <p>Virginia stated she would like the Budget Committee to spend some time on the alignment with PIE and the Budget Review and Development Process and how it is working with other important processes across campus. Linda suggested adding to the Guide something about the evaluation process and the annual joint meeting with Budget Committee (BC) and the Institutional Effectiveness Committee (IEC). It was also suggested an additional yellow box be added at the top of the flowchart stating "Joint</p>	Mike Gregoryk will take the final version of the Budget Review and Development Process packet to President's Advisory Council and Kerry Martinez will send final copies to the Budget Committee members.

	<p>meeting with BC and IEC to review previous year's PIE summaries and coordination of processes.”</p> <p>The Budget Committee members gave final approval for Mike Gregoryk to take the Budget Review and Development Process packet to President's Advisory Council.</p>	
<p>4. Report on Task Force for Revenue Enhancement/Cost Cutting Ideas</p>	<p>Denise Lindholm reported that the Task Force for Revenue Enhancement/Cost Cutting Ideas met on October 21, 2009. A list with 259 suggestions was brought forward. The Task Force reviewed the list, line-by-line, and identified which items are negotiable/salary related. The Task Force was asked to take away and review the suggestion list and submit their comments to Denise by November 13, 2009. The Task Force is scheduled to meet again on November 18, 2009. Final suggestions are expected to come out of the November 18th meeting. It was suggested an additional comment column be added to the suggestion list and redistributed.</p>	<p>No Action/Outcome.</p>

FUTURE MEETING DATES (3:00 p.m. – 4:30 p.m.)

- November 18, 2009 (Task Force on Cost-Cutting/Revenue-Generating Ideas)
- December 2, 2009
- December 16, 2009
- January 6, 2010
- January 20, 2010

FUTURE AGENDA ITEMS:

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