

**Mt. San Antonio College
Budget Committee
Summary of November 17, 2010**

Committee Members:

Mike Gregoryk, Chair
 Linda Baldwin
 Virginia Burley
 Jason Chevalier

Jennifer Galbraith
 Art Morales
 James Thao
 Denise Lindholm

Laura Martinez
 Audrey Yamagata-Noji
 Jaejin Eum
 Jean Garrett

Kerry Martinez (Notes)
 Suzanne Luetjen (Guest)
 Adrienne Price (Guest)

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
1. Review Agenda	Virginia Burley asked that the subject of Review of PIE Information be placed on the Agenda.	Approved, with one addition.
2. Review Meeting Summary of October 13, 2010	The Budget Committee Meeting Summary of October 13, 2010, was approved, as submitted.	Approved, as submitted.
3. Pilot Program for Course Material Rental – Suzanne Luetjen and Adrienne Price, Presenters	Suzanne Luetjen explained the plan to expand course material rental to forty titles per semester. She stated that they will try to target core classes. The program, at its peak, will be renting 10,000 units, which should save the students \$200 per semester in books, 40-50% off the regular price. They would like to use the books for at least four semesters. The majority of the grant money will be used to purchase inventory. The goal is to be self-sustaining in two years.	
4. State Budget Update	Mike explained the handout titled "Budget Update - November 12, 2010," from Erik Skinner at the Chancellor's office which projected a \$25.4 billion budget shortfall over the 2010-11 and 2011-12 fiscal years. Proposition 98 minimum funding guarantee will decline by \$2 billion, which means Mt. SAC could lose 2.7% or \$5.4 million next year. Potentially, revenues will not be increased and expenditures will be reduced. Mike predicts that there will be a big push to increase student fees in the community colleges.	

	<p>Jennifer Galbraith asked if Mike thinks the State has to make a structural change or will things stay the same. Mike stated they will have to change because they can't borrow anymore.</p> <p>Virginia asked what the impact will be on Mt. SAC. Mike stated it was good that Mt. SAC did not use the \$3 million in new money. Mt. SAC should be okay this year and next year, but the following year will be a problem. Virginia asked how the State plans to support student success programs when they take away the money to pay for these programs. Mike stated they just can't be done. Virginia stated she receives memorandums from Scott Lay at the Community College League of California stating they are supporting student success programs; but, what about the complete elimination of instructional equipment dollars to support the programs.</p>	
<p>5. Review of PIE Information</p>	<p>Virginia stated the Institutional Effectiveness Committee met to finalize the changes to the PIE process. The campus deadline will now be June 30, 2010. The Manager's Summary will be due in August and the Vice Presidents should have it completed before the semester starts. A communication will be sent out letting the campus know they will be reporting on the whole year. The section on Requests will be reformatted into separate categories to allow internal prioritization. The Immediate Needs process might take too long to be approved. Jennifer asked if it could be included in PIE in another way where it goes immediately to the Vice President. Virginia suggested categorizing requests by short-term (2-3 years) and long-term (4-5 years).</p>	

	<p>Linda Baldwin stated this was a good idea because it helps her with long-range budget projections. Virginia stated the section in PIE titled "Future Planning Trends" was changed to "Planning for the Future." She also stated that they will be more explicit in offering training to people who are new or need a refresher course. Everyone was pleased with the joint committee meeting, and Virginia received very good comments from the visiting accreditation team members. Virginia stated the Instruction team will be doing a prioritization process for instructional equipment needs, and the PIE planning documents will be the foundation for the requests. Losing scheduled maintenance and instructional equipment will cause serious problems and only the match dollars will be left.</p>	
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FUTURE MEETING DATES (3:00 p.m. – 4:30 p.m.)

**December 1, 2010
December 15, 2010**

FUTURE AGENDA ITEMS:

**Continue Review of Actual Expenses for Previous Year of Selected Departments/Units
Continue Discussion of Creation of Priorities/Guidelines for Reducing the Budget, Reduction of Expenses in the Budget**