Budget Committee Agenda	**Wednesday, August 24, 2022** **Via Zoom Teleconference** **2:30 p.m. - 3:30 p.m.**

Type of Meeting: *Regular*
Please Review/Bring: *Agenda, Minutes and Supporting Documents*

Committee Members:

Sarah Miller, Co-Chair	Executive Director of Fiscal & Financial Services (Co-Chair)
Vacant, Co-Chair	*Academic Senate President Designee (Co-Chair)*
Vacant	*Adjunct Faculty*
Vacant	Associated Student Organization
Suzanne Olson	Classified
Angela Musial	Confidential, Management, Supervisory
Vacant	Dean of Academic Affairs
LaDonna Trimble	Dean of Enrollment Services
Vacant	Enrollment Management Committee
Vacant	Facilities
Vacant	Faculty
Vacant	Human Resources
Rick Shaw	Information Technology Committee
Gary Heaton-Smith	Outcomes Committee
Vacant	Program Review Committee
Vacant	Student Success Committee
Vacant	Classified Union
Kent Moser	Faculty Union

Ex-Officios:

Shaminder Brar	VP Administrative Services
Howard Davis	Interim VP Academic Affairs
Harmony Miller	Interim VP Human Resources
Jose Rivera	Interim VP Student Services
Jennifer Zellet	Superintendent/President

Items	Person	Action / Notes
I. **Membership:** Vacancies & Recruitment	Ms. Miller	
II. **Approval of Minutes:** April 27, 2022 Meeting May 25, 2022 Meeting (Did not meet quorum – Information only attached)	Ms. Miller	

III.	**Information Items:** Presentation of 2022-2023 Adopted Budget	Ms. Miller	
IV.	**Discussion Items:** HR Subgroup Prioritization List AP 6305 Reserves	Mr. Brar	

NEXT MEETING DATE: September 28, 2022
2022 Meetings: 10/26, 11/23, 12/21
2023 Meetings: 1/25, 2/22, 3/22, 4/26, 5/24, 6/21

NEXT SPC JOINT MEETING: TBD

Budget Committee Minutes	Wednesday, April 27, 2022 Via Zoom Teleconference 2:30 p.m. – 3:30 p.m.

Type of Meeting: *Regular*
Note Taker: *Amanda Khatib*

Committee Members:

Sarah Miller, Co-Chair	Executive Director of Financial & Fiscal Services (Co-Chair)
Ty Mettler, Co-Chair	Academic Senate President or Designee (Co-Chair)
Vacant	*Adjunct Faculty*
Meiyi Ye	Associated Student Organization - Absent
Suzanne Olson	Classified - Absent
Angela Musial	Confidential, Management, Supervisory
Duane Rumsey	Dean of Academic Affairs
LaDonna Trimble	Dean of Student Services
Svetlana DePlazes	Enrollment Management Committee
Michael Maher	Facilities - Absent
Karen Heinzman	Faculty - Absent
Harmony Miller	Human Resources
Rick Shaw	Information Technology Committee
Gary Heaton-Smith	Outcomes Committee - Absent
Richard Fleishman	Program Review Committee
Vanessa Gibson	Student Success Committee - Absent
Pamela Ford	Classified Union
Kent Moser	Faculty Union

Ex Officios:

Shaminder Brar	VP Administrative Services
Howard Davis	Interim VP Academic Affairs
Ed Knudson	Superintendent/President

	Items	Person	Action
I.	**Introduction of New Members**	Ms. Miller	Angela Musial – CMS Representative Sarah introduced Angela Musial and read a bio about her.
II.	**Approval of Minutes:** March 23, 2022 Meeting	Ms. Miller	Minutes for March 23, 2022, were approved as presented. Motion to approve: Rick Shaw Second: Richard Fleishman

III.	**Information Items:**		Sarah reviewed the budget requests. Total of 21 submitted, 17 scorers, only 14 participated (4 of which were partial scoring). Scott Tuss is working on removing those partial scores from the system. Sarah will send an updated list once these have been removed.
	Review Scored Requests	Ms. Miller	
IV.	**Discussion Items:**		Mr. Brar presented Governors' Proposed 2022-23 Budget IT:
	Resource Allocation Process Improvement	Ms. Miller	• Create a two-state scoring process – 1) save 2) submit Sarah mentioned after discussion with IT, this is doable and will be working on implementing this for upcoming years. • Direct links to all referenced documentation, eg. Program reviews (for one department only), outcomes such as ILO, PLO, etc. Sarah suggested possibly adding a text box that pops up with the relevant information. Working on it with IT. • Provide a way to show both one time and ongoing for requests that have both. Sarah mentioned IT needs more time to come up with a solution and evaluate the way the system is set up. Other: • Training for entering a request to ensure using the correct type (video) • Scoring needs to be broken down into more numeric options, e.g. President's goals • Campus needs a good example on how to write a great request • Committee review and update instructions – possible agenda item prior to next budget call
V.	Next Meeting: **May 25, 2022**		

Budget Committee Minutes - Information Only	**Wednesday, May 25, 2022** **Via Zoom Teleconference** **2:30 p.m. – 3:30 p.m.**

Type of Meeting: *Regular*
Note Taker: *Amanda Khatib*

Committee Members:

Sarah Miller, Co-Chair	Executive Director of Fiscal & Financial Services (Co-Chair)
Vacant Co-Chair	*Academic Senate President or Designee (Co-Chair)*
Vacant	*Adjunct Faculty*
Meiyi Ye	Associated Student Organization - Absent
Suzanne Olson	Classified - Absent
Angela Musial	Confidential, Management, Supervisory
Duane Rumsey	Dean of Academic Affairs - Absent
LaDonna Trimble	Dean of Student Services - Absent
Svetlana DePlazes	Enrollment Management Committee
Michael Maher	Facilities - Absent
Karen Heinzman	Faculty - Absent
Harmony Miller	Human Resources - Absent
Rick Shaw	Information Technology Committee
Gary Heaton-Smith	Outcomes Committee - Absent
Richard Fleishman	Program Review Committee - Absent
Vanessa Gibson	Student Success Committee
Pamela Ford	Classified Union - Absent
Kent Moser	Faculty Union

Ex Officios:

Shaminder Brar	VP Administrative Services
Howard Davis	Interim VP Academic Affairs, Ex-Officio
Ed Knudson	Superintendent/President

	Items	Person	Action
I.	**Approval of Minutes:** **April 27, 2022 Meeting**	Ms.Miller	Minutes were postponed to next meeting as the quorum was not met.
II.	**Information Items:** Presentation of Tentative Budget	Ms. Miller	Ms. Miller presented the 2022-2023 tentative budget.

NEXT MEETING DATES:
06/22