



# Budget Committee Agenda

Wednesday, May 25, 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 Financial & Fiscal Services (Co-Chair)
Ty Mettler, Co-Chair	Academic Senate President or Designee (Co-Chair)
<i>Vacant</i>	<i>Adjunct Faculty</i>
Meiyi Ye	Associated Student Organization
Suzanne Olson	Classified
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
Karen Heinzman	Faculty
Harmony Miller	Human Resources
Rick Shaw	Information Technology Committee
Gary Heaton-Smith	Outcomes Committee
Richard Fleishman	Program Review Committee
Vanessa Gibson	Student Success Committee
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 / Notes
<b>I. Approval of Minutes:</b> April 27, 2022 Meeting	Ms. Miller	
<b>II. Information Items:</b> Tentative Budget Presentation	Ms. Miller	

# 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)
<i>Vacant</i>	<i>Adjunct Faculty</i>
Meiyi Ye	Associated Student Organization - <b>Absent</b>
Suzanne Olson	Classified - <b>Absent</b>
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 - <b>Absent</b>
Karen Heinzman	Faculty - <b>Absent</b>
Harmony Miller	Human Resources
Rick Shaw	Information Technology Committee
Gary Heaton-Smith	Outcomes Committee - <b>Absent</b>
Richard Fleishman	Program Review Committee
Vanessa Gibson	Student Success Committee - <b>Absent</b>
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
<b>I. Introduction of New Members</b>	Ms. Miller	Angela Musial – CMS Representative Sarah introduced Angela Musial and read a bio about her.
<b>II. Approval of Minutes: March 23, 2022 Meeting</b>	Ms. Miller	Minutes for March 23, 2022, were approved as presented. Motion to approve: Rick Shaw Second: Richard Fleishman

<p><b>III. Information Items:</b> Review Scored Requests</p>	<p>Ms. Miller</p>	<p>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.</p>
<p><b>IV. Discussion Items:</b> Resource Allocation Process Improvement</p>	<p>Ms. Miller</p>	<p>Mr. Brar presented Governors’ Proposed 2022-23 Budget IT:</p> <ul style="list-style-type: none"> <li>• Create a two-state scoring process –             <ol style="list-style-type: none"> <li>1) save</li> <li>2) submit</li> </ol> </li> </ul> <p>Sarah mentioned after discussion with IT, this is doable and will be working on implementing this for upcoming years.</p> <ul style="list-style-type: none"> <li>• Direct links to all referenced documentation, eg. Program reviews (for one department only), outcomes such as ILO, PLO, etc.</li> </ul> <p>Sarah suggested possibly adding a text box that pops up with the relevant information. Working on it with IT.</p> <ul style="list-style-type: none"> <li>• Provide a way to show both one time and ongoing for requests that have both.</li> </ul> <p>Sarah mentioned IT needs more time to come up with a solution and evaluate the way the system is set up.</p> <p>Other:</p> <ul style="list-style-type: none"> <li>• Training for entering a request to ensure using the correct type (video)</li> <li>• Scoring needs to be broken down into more numeric options, e.g. President’s goals</li> <li>• Campus needs a good example on how to write a great request</li> <li>• Committee review and update instructions – possible agenda item prior to next budget call</li> </ul>
<p><b>V. Next Meeting:</b> <b>May 25, 2022</b></p>		