College Budget Committee
Meeting Minutes
November 4th, 2015
3:00pm-5:00pm
Business Office Conference – Room Q218

Present	
Dr. Norma Ambriz-Galaviz	Dr. Mario Rivas
Dr. Del Rosario	Charlotte Victorian
Dr. A Cedillo	Kinga Sidzinska
Tanya Ilarde	Maria Perez
Tae-Soon Park	
Absent	
Timothy Brice	Dr. Wise Allen
Daniel Lawson	Carlos Mclean
Nghiem Thai	Linnea Willis (maternity leave)
Denise Woodward	ASMC Student Representative
Guests:	
Mrs. Cynthia Alvarado-Lunar (Minute Taker)	

AGENDA ITEM	DISCUSSION	FOLLOW-UP/ACTION
1. Call to Order	• Meeting called to order at 3:20 pm	
2. Agenda	**Review of agenda**	**Approved**
3. Review of Minutes	**Review of October 2015 Minutes** Corrections: • Maria was present at October 2015 Meeting • Remove last sentence on page 3 • One time allocation for 150 thousand is in the system now. Page 3 • In the last paragraph of page 4, sentence should read: From the 2014-2015 Equity Dollars, Vice Chancellor Little is requesting money to implement the Peralta Scholars Program. • Correct Nghiem's name to correct spelling on page 3.	Dr. Cedillo 2nds to approve the revised and amended minutes not to include names and only action items. Five in favor, 2 abstentions Motion carries.

4. Review PRT team visit	**October 28th PRT meeting:** • PRT team collected information, for us to use. • The team wants to write a plan, to assess the development of the college. In order to ensure that faculty and staff can name the processes be able to describe how they unfold. So that Merritt faculty and staff improve their understanding. • The PRT will submit a summary report to the president. **The four recommendations:** • Planning process, program review, master plan, assessment, budget (integrated planning budget process) 4^{th is} the delineation of roles between the college and district.	
	72 hr. Brown Act Compliance • PRT stated the budget committee does not have to comply with the 72hr notification.	**Action:** Committee will follow what is established in the College's governance processes and therefore committee will comply with the brown act.
a. Program review	**Review Draft of program review timeline,** Discussion of handout: *Program Review Timeline Draft* –see email attachment. • Validation Appendix C: in the program review, we don't know if there is a validation team if there is someone who will be looking at it. • Validation priority list should go to academic and classified senate as well as CDCPD, facilities, and technology. • Program review data will be the basis for faculty and classified staffing. If programs have not done program review they will be out. • CEMPC should have direction of unit plans, before plans had to go to CEMPC to affirm who they will delegate the role of validation, do they want to continue on that role, or reassigns it and have the administrative unit's report back to them. • We should make decisions based on the college master plans when we receive money from the district. • PBC voted to give technology a million and a half and facilities a million and a half. District will only cover a portion of the total cost.	

	• Fall prioritization piece, January is the budget approval, not approving budget by December. • Program review is a 3 yr. plan, updated with your APUS, not 100% of what is asked will be funded the first year. • Program review does not ensure or require that funding be connected to it. It is a standard issue where we make our decisions where our program reviews will be assessed. • The Integrated planning and budgeting process will funded from program reviews. Revenue allocation will follow. • There will be a CEMPC and CBC meeting planned for January 2016 to discuss budget and other resource requests	
5. Budget handbook,	• Add the budget process for the college page 7 include the college process • Identify the Merritt governance decision making. Page 8 • Page 8: In regards to Block #6, College will approve after the VPI and VPSS make presentation.	Additions/ Action Items College budget process on page 7. Merritt Governance Decision Making. Correct Kinga's last name on page 3. Update the 2016-2017 Integrated Planning and Budget Development Calendar on page 9
6. Next Meeting Date	• December 9TH	
7. Adjournment	• 5:10 pm	