

**Merritt College  
College Budget Committee  
Meeting Minutes  
Wednesday ,October 17, 2018  
3:00pm – 5:00pm  
Business Office Conference Room Q-218**

**Present:** Anita Black, Christine Hernandez, Syed Hussain, Dan Lawson, Tara Marrero (Note Taker), Victoria Menzies, Carl Ogden, Mario Rivas, Kinga Sidzinska, Rebecca Uhlman, Charlotte Victorian

Agenda Items	Discussion
1. Review and Approve Agenda	Meeting began at 3:08pm Agenda approved with no revisions.
2. Election of New Faculty Co-Chair	<ul style="list-style-type: none"> <li>• Dan Lawson stepping down as co-chair as of October 17, 2018 meeting.</li> <li>• Rebecca Uhlman recommended as chair replacement; however she declined due to her schedule demands.</li> <li>• Linnea Willis will help out with Chair responsibilities while faculty chair is being selected.</li> </ul>
3. Review and Approve Minutes	<ul style="list-style-type: none"> <li>• Minutes accepted as amended; Angela Khoo-Absent and Rick Ramos as Guest</li> </ul>
4. Reports for Officers, Board, Standing Committees <ol style="list-style-type: none"> <li>a. Faculty Co-Chair</li> <li>b. Administrative Co-Chair</li> <li>c. Merritt College Academic Senate</li> <li>d. District PBC</li> <li>e. Other Reports?</li> </ol>	<ol style="list-style-type: none"> <li>a. Dan Lawson stepping down as Faculty co-chair</li> <li>b. Director Menzies presented current Budget Summary Report as of October 15, 2018. Budget Instruction has started and takes place every Monday @ 9am in Learning Center.</li> <li>c. Mario Rivas reports that the October 18, 2018 senate meeting will have a Measure B agenda item to discuss can the college use the funds in programs that don't have funds.</li> <li>d. No Report from District PBS</li> <li>e. No other reports</li> </ol>
1. Agenda Items <ol style="list-style-type: none"> <li>a. Need to Update <u>Integrated Planning and Budgeting (IPB) Model Annual Calendar</u></li> <li>b. Measure B clarification (Mario Rivas)</li> </ol>	<ul style="list-style-type: none"> <li>• Director Menzies noted that the college is behind in the current IPB cycle.</li> <li>• Behind in IPB process due to program reviews template document is not ready until October 31, 2018.</li> <li>• Alignment with new changes in process in funding by state needs to be made to IPB cycle.</li> <li>• Update current IPB model for this current Fiscal year.</li> </ul>
2. New Business	
3. Adjournment	

The mission of Merritt College is to enhance the quality of life in the communities we serve by helping students to attain knowledge, master skills, and develop the appreciation, attitudes and values needed to succeed and participate responsibility in a democratic society and a global economy.

**Meetings: Monthly Wednesdays @ 3:00pm – 5:00pm**

**Location: Business Office Conference Room Q-218**

September 19, 2018	February 20, 2019
October 17, 2018	March 20, 2019
November 21, 2018	April 17, 2019
December 19, 2018	May 15, 2019

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