

Meeting Minutes

Merritt College Budget Committee

Wednesday, December 7, 2022

1:00 p.m. – 3:00 p.m.

Zoom URL: <https://cccconfer.zoom.us/j/87369465679>

MEMBERS:

VOTING – List full name below (place X in box adjacent to name when present)			
X	Marie Amboy Co-Chair	X	Thomas Renbarger
X	Linnea Willis Co-Chair	X	Tachetta Henry
X	Lilia Chavez	X	Jamila Saleh
X	Tauheeda Anderson	X	Derrick Ross
X	Rebecca Uhlman	X	Sinead Anderson
	Denise Richardson		
NON-VOTING – List full name below (place X in box adjacent to name when present)			
X	Joan Davis-Notes	X	Beverly Brooks
X	Lilian Pires	X	Nghiem Thai
X	Lowell Bennett	X	David Johnson

AGENDA ITEM	DISCUSSION	FOLLOW-UP ACTION
I. Call to Order	Meeting called to order at 1:09 p.m.	
II. Adoption of Agenda	Agenda was adopted without objection. Approved unanimously.	Chair – Email to merrittgovdocs@peralta.edu
III. Approval of Minutes	Meeting minutes from September held until the next CBC meeting.	
IV. Confirmation of Committee Members -Election of the Chairs	<p>The 3 members of the Merritt College Administration will be the Vice President of Instructions, Vice President of Student Services and the Vice President of Administrative Services. (Denise Richardson, Lilia Chavez, and Marie Amboy)</p> <p>The 4 faculty representatives (Thomas Renbarger, Linnea Willis, Derrick Ross and Rebecca Uhlman).</p> <p>The 1 student representative (vacant).</p> <p>The 4 Classified representatives (Tachetta Henry, Sinead Anderson, Jamila Saleh and Tauheeda Anderson).</p> <p>The College President will be an ex-officio, non-voting member.</p> <p>Motion to nominate Linnea Willis at the faculty Co-Chair for the remainder of the year was made by Renbarger, Uhlman seconded. The motion passes by vote, unanimously.</p> <p>Co-Chair Amboy will edit the bylaws of the committee to add the Faculty Tri-Chair in the Committee Tasks section.</p>	<p>Co-Chair Amboy will reach out to the student body president Leesa Hogan for an appointment.</p> <p>Co-Chair Amboy will make the changes to the Bylaws and will be added to the next committee meeting.</p>

	Sinead Anderson expressed interest in holding this position of Tri-Chair.	
V. Review Committee Charge and Establish Goals/ Priorities	The review of the charge of the committee was presented and discussed. As a goal it was suggested that the committee continues to improve our budgeting process including the resource request and allocation. It was suggested that a comprehensive explanation or introduction be provided of the new BAM model. It was suggested that the proposed goals from the meeting minutes from October 2020 be used as a guide.	Co-Chair Amboy will prepare the new goals draft to present at the next meeting.
VI. Integrated Planning & Budget Committee	The 2022-2023 APU/ Program Review and Budget Development Timeline draft was shared and reviewed. The program review was due at the end of October. The roll of the budget committee after the resource request are finalized the list will be consolidated into one large document and separated out in to different areas or request types. The separated list will be dispersed to specific participatory governance committees. CBC will review the larger overall request and sends its recommendation to College Council. It was suggested that the committee closes the loop regarding what items were agreed to or approved to be moved forward for example in areas such as Fund One, and Fund ten. It was requested to find out what is the deadline for Fund one from the district. The anticipated deadline is March 3 rd 2023. Based on the calendar the draft budget deadline needs to be adjusted by at least one month. If an additional meeting is needed based on the proposed deadlines Co-chair Amboy will send out a special meeting invite.	Co-Chair Amboy will bring the proposed adjusted calendar to leadership and IEC for discussion.
VII. Announcements	Co-Chair Amboy announced that she will be stepping into the VPAS role effective December 15 th 2022 through June 30 th 2023. In her seat as Dean Nghiem Thai has agreed to step forward to support division three.	
VIII. Adjournment	Meeting adjourned at 2:11 p.m.	