

Budget Committee Meeting
January 27, 2010
Minutes

Present: Betsy Regalado (VP, Student Services, Interim Chair), Eloise Crippens (Faculty Senate), Marilyn Ingram (AFT Staff), Diana Baxter (SEIU), Ara Aguiar (Academic Affairs), Juanita Doris (ASO), Stefan Stitch (Student Representative), Rebecca Tillberg (Academic Affairs), Fran Leonard (College Council), Helen Lin (Resource), MD Haque (Resource), Hansel Tsai (Resource), and Isabella Chung (Resource).

1. In the absence of Budget Committee Chair John Oester, Betsy Regalado was nominated as Interim Chair of the Budget Committee.
2. Minutes for the 12/16/09 Budget Committee Meeting were approved as written.
3. 2009-10 Budget presented by Isabella Chung:
 - a. Projected expenditures remain the same as last month. The Business Office is in the process of preparing the 2nd quarterly report. At the recent District Budget Committee meeting it was announced that \$12 million of the District reserve that was originally set aside for the categorical backfill will now be distributed to each college in an unrestricted manner. Each college will determine how to use their allocation of the reserve funds. When the reserve funds are distributed to the colleges, WLAC would receive approximately 7%.
 - b. Helen Lin will provide a list of ways in which the SFP programs have benefited the college.
4. The Academic Affairs Revenue Enhancement Initiative was presented by Aracely Aguiar.
5. Administrative Services Staffing Request:
 - a. Isabella Chung requested approval of two positions: College Financial Administrator and Administrative Aide. The two positions will replace the duties previously performed by four positions in Administrative Services. A suggestion was made to explore if the Admin Aide can be partially funded by SFP programs.
 - b. A motion to approve funding of the two positions was approved (6 yes, 1 no, 0 abstentions) with the recommendation by the Committee that the Administrative Secretary in Administrative Services should also be filled.
6. Budget Prep 2010-11:
 - a. Budget data must be uploaded to the District by March 5, 2010. Isabella explained the college budget calendar and the budgeting process. Rebecca Tillberg noted that department managers need to submit budget worksheets to their respective deans.
 - b. Requests for new or additional funding should be made through Program Review.
7. A presentation on linking Planning to Budgeting was presented by Rebecca Tillberg.

Next Budget Committee Meeting: February 24, 2010