

Budget Committee Meeting  
September 7, 2011  
Minutes

**Present:** John Oester (Administrative Services), Betsy Regalado (Student Services), Bob Sprague (Academic Affairs), Olga Shewfelt (AFT Faculty Guild), Eric Ichon (Teamsters), Dionne Morrissette (AFT-Classified), Vidya Swaminathan (Academic Senate), Robert Hager, Meric Keskinel (Academic Senate), Hansel Tsai(Resource) Maureen O'Brien (Resource), Judith-Ann Friedman, Fran Leonard, Rebecca Tillberg,

**1. Minutes of the August 24 meeting:**

Minutes of the August 24 meeting were approved with two corrections: "April 27" should have been the last meeting's date and "full page ads." Minutes of the April 27, 2011 meeting were also approved. Mr. Oester mentioned that during his upcoming absence, the President will be approving purchase requests and purchase orders.

**2. Personnel Matter:**

A request was presented by Betsy Regalado to hire a full-time limited counselor in General Counseling in order to backfill Helen Young (recently appointed to the Transfer Center). Funding already exists in the budget in General Counseling. No additional funding is necessary. Bob Sprague said that he is in favor of filling the limited counselor assignment because of the major impact it would have if not filled. Olga Shewfelt supported the request and described it as central to student success. Rebecca Tillberg voiced her support for the request and asked the committee how emergency requests are integrated with the hiring process and program review. Eric Ichon also voiced his support for the position because it will be very important for the online program. Eric made a suggestion to develop a process for the emergency hiring of limited positions in the future.

Motion (Sprague): Motion to recommend hiring a full-time limited counselor in General Counseling. Motion seconded and approved with no objections.

Motion (Shewfelt): Motion to College Council to develop a written policy to describe the process by which college will address emergency situations that affect the college budget. Motion approved with no objections.

**3. Next Meeting Date:**

The next regular Budget Committee meeting is scheduled for September 21.