



MERRITT COLLEGE
Minutes of the College Budget Committee Meeting
Wednesday, October 15, 2014 3-5 pm, Room Q218

Attendees: Timothy Brice, Dr. Elmer Bugg, Dr. Dettie Del Rosario, Kinga Sidzinska, Dr. Tae-Soon Park, Carlos McLean, Dr. Arnulfo Cedillo, Tara Marrero, Linnea Willis, Daniel Lawson, Charlotte Victorian, Denise Woodward, Nghiem Thai, Tanya Ilarde, ASMC Student Rep-Maria Fernandez

Absent:

Guests: Dr. Norma Ambriz-Galaviz

AGENDA ITEM	DISCUSSION	FOLLOW UP/ACTION
	Meeting called to order at 3:05p.m.	
1. Review of Minutes and Agenda	<ul style="list-style-type: none"> • Dr. Del Rosario recommended that agenda item #4 be moved to Item #3. • Add Budget Allocation Model (FTES Enrollment) to Agenda Item of New/ Old Business. • Revisions of minutes are as followed: <ol style="list-style-type: none"> 1.) Agenda Item #1: Remove the word “objected” and replace with “abstained”. 2.) Change error of numbering of agenda items from #4 to #3 and #5 to #4. 3.) Agenda item #2: Remove the word “Table” from the end of the sentence of the third bullet point in discussion section. 4.) Agenda item #3: Remove the word “part” and replace with “phase” in bullet point #2 of discussion. Insert the word “certain” in the sentence 	<ul style="list-style-type: none"> • Dr. Park moved for approval of agenda. Dr. Bugg second approval for agenda. M/S/U • Motion carried to approve agenda. • Dr. Park moved to approve the September 17, 2014 minutes as per revisions. Tim Brice second approval of minutes. • Tanya Ilarde abstained from approval of minutes. • Motion carried to approve

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 responsibly in a democratic society and a global economy.

	<p>of #3 bullet point between the words “from” and “parties”.</p> <p>5.) Agenda Item #4: Insert a period in Standard III.D in discussion bullet point #1. Correct spelling error discussion bullet point #2 from “dialog” to “dialogue” and insert “and Student Equity” at the end of the sentence.</p>	minutes per revisions made. M/S/U
2. Goals of Budget Committee	<ul style="list-style-type: none"> • Dr. Love recommended that the advice be to the President and faculty per AB1725. • Dr. Del Rosario recommended that Budget training be provided • Dr. Bugg to provide training regarding FTES • Budget committee provides professional staff training and work with Professional Development Committee. • Dr. Del Rosario to provide sub-committees of working shared governance. 	<ul style="list-style-type: none"> • Linnea Willis to draft and finalize Budget Committee goals within two working days and forward to committee members for feedback. • Motion made by Daniel Lawson for Linnea Willis to prepare draft to forward to President for College Council. Charlotte Victorian seconded motion. Motion passed unanimously.
3. Accreditation	<ul style="list-style-type: none"> • College Budget Committee in charge of financial resources: Standard III.D. Standard identifies how the college relies on its mission and goals for financial planning. • Standard III.D needs input from College Budget Committee • President noted that there are many brief statements within the existing document that need extensive enhancement. 	

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 responsibly in a democratic society and a global economy.

- Dr. Bugg noted that the Budget Development process is an area that can use SLO's.
- Nghiem Thai will gather information and evidence to upload to the website.
- Dr. Del Rosario will forward updated version with template of evaluations instructions.
- Denise Woodward to download and forward examples from the ACCJC website.
- Standard III.D will be divided between committee members to provide input and editing as followed:

Accreditation Standard	Edits/Contents	Supporting Evidence
III.D.1 Section A-E	Linnea Willis Daniel Lawson	Nghiem Thai
III.D.2 Section A-E	Charlotte Victorian Kinga Sidzinska Denise Woodward	Nghiem Thai
III.D.3 Section A-H	Tanya Ilarde Carlos McLean Tara Marrero	Nghiem Thai
III.D.4	Tim Brice	Nghiem Thai

- The President approved for overtime for any member working on the Standard III.D.
- Any revisions and input will be forwarded to Dr. Del Rosario.

4. Overall Budget	<ul style="list-style-type: none"> • 	<ul style="list-style-type: none"> • Agenda item tabled.
5. Discuss Committee Schedule for Rest of Year	<ul style="list-style-type: none"> • Scheduled meeting for November 12,2014 was rescheduled for November 13, 2014 from 3pm-5pm 	<ul style="list-style-type: none"> • Table discussion for schedule of December monthly meeting.
6. New Old Business-other items for discussion	<ul style="list-style-type: none"> • Budget Allocation Model/ FTES Enrollment 	<ul style="list-style-type: none"> • Agenda item tabled
	Meeting adjourned at 5:15pm	<ul style="list-style-type: none"> • Motion made by Dr. Park and Dr. Del Rosario second to adjourn meeting. Motion to adjourn meeting passed unanimously.

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 responsibly in a democratic society and a global economy.