



Santa Monica Community College District
Budget Planning Committee a Subcommittee of the
District Planning and Advisory Council

**JUNE 4, 2008
MINUTES**

A meeting of the Santa Monica Community College Budget Planning Committee, a subcommittee of the District Planning and Advisory Council (DPAC) was held on Wednesday, June 4, 2008 at 2:00 p.m. at Santa Monica College, Library Conference Room 275, 1900 Pico Boulevard, Santa Monica, California.

I. Call to Order 2:10 p.m.

II. Budget Planning Committee Members

Randy Lawson, Administration (absent)
Vic Hanson for Chris Bonvenuto, Administration
Richard Tahvildaran-Jesswein, Academic Senate Representative
Sal Veas, Academic Senate Representative (absent)
Mona Martin, Management Association Representative, Co-Chair
Leonard Crawford, Management Association Representative
Mitra Moassessi, Faculty Association Representative
Howard Stahl, Faculty Association Representative
Bernie Rosenloecher, CSEA Representative
Tron Burdick, CSEA Representative
Leroy Lauer, CSEA Representative, Co-Chair (absent)
Miguel Reyes, Classified Representative (absent)
Miguel Reyes, Classified Representative (absent)
Jazmin Mendez, Student Representative (absent)
Jafet Santiago, Student Representative (absent)

No representatives of the public were in attendance.

III. Minutes of May 21 and 28, 2008 were approved.

IV. Fiscal Services Update – Vic Hanson

Vic presented a revised Tentative Budget 2008-'09 that would be presented at Board of Trustees meeting June 9, noting that there was a slight format change from the document given to the sub-committee at its May 21, 2008 meeting.

V. Discussion on Designated Reserves

The Sub-committee began its discussion on designated reserves, identifying the following as further talking points:

1. Should annual budgets include a "Designated Reserves" category?
2. Designated Reserves needs to be clearly defined and documented. Definition should include whether items in this category are to be one-time expenditures, on-going expenditures, or multi-year expenditures.
3. If Designated Reserves are to be included, there should be clear criteria for items to be included in this category (eliminating the appearance of items being arbitrarily included in Designated Reserves).

4. Designated Reserves should reflect the Mission of the College, priorities of the College, Board priorities, strategic planning, etc.
5. Overall budget should be reflective of the College's planning.
6. Categories should be reviewed annually and not be automatically carried over.
7. Sub-Committee might want to consider re-naming Designated Reserves due to current negative connotation associated with name.

Adjournment at 3:40

Meeting Schedule

The Sub-committee will continue meeting in 2008 on the first and third Wednesdays, at 2:00 p.m. in the Library Conference Room. Upcoming meetings:

July 2, 16 (tentative)
August 6, 20 (tentative)
September 3, 17