



**Santa Monica Community College District
Budget Planning Committee a Subcommittee of the
District Planning and Advisory Council
FEBRUARY 21, 2007
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, February 21, 2007 at 2:00pm at Santa Monica College, Library Conference Room 275, 1900 Pico Boulevard. Santa Monica, California.

Budget Planning Committee Members

Sal Veas, Academic Senate Representative, Co-Chair
Teresita Rodriguez, Administration, Co-Chair
Randy Lawson, Administration
Richard Tahvildaran-Jesswein, Academic Senate Representative
Mona Martin, Management Association Representative
Chris Bonvenuto, Management Association Representative
Mitra Moassessi, Faculty Association Representative
Lantz Simpson, Faculty Association Representative
Bernie Rosenloecher, CSEA Representative
Leroy Lauer, CSEA Representative
Steve Levine, Classified Representative (absent)
Miguel Reyes, Classified Representative (absent)
Michael Davoodi, Student Representative (absent)
Maximilian Carrillo, Student Representative (absent)

Support Staff for the Budget Planning Subcommittee

Marni Washington & Gina Cole

Others Present

Lesley Kawaguchi
Janet Kretschmer

Call to Order 2:05 p.m.

Review of Minutes: February 7, 2007

The minutes of the February 7, 2007 meeting were reviewed, amended and accepted.

5000 Series

- The committee recommended sorting areas that are fixed from those that are more flexible.
- Mitra shared a document that was produced by Reagan that gave an historical review (from 7/18/06) which will be forwarded to Chris for review and updates. He will then send out the new document to committee members.
- Blocking 411 calls on campus would be one way to cut expenses. Randy will inquire into this effort.

- Through the Environmental Audit, more ways will surface to reduce spending in some areas.
- Chris reviewed the 5000 series and identified areas where change could occur and areas that really can't afford much change at all.
- There was discussion of Bad Dept Expenses, with the explanation that those funds usually average out in the long run by settling up on bad checks that are written by students.
- Rents and leases are defined as Madison, Airport, shuttle, etc. The airport lease will be up in 2008 but may be renewed through 2014.
- It was agreed that some adjustments may be made in some areas but not large cuts.
- It was suggested that a list of possible reductions in areas be prepared and submitted to DPAC.
- A change in mind-set towards conservation must be initiated.
- Advertising was discussed and the question of the effectiveness should be considered.
- The area of advertising and PR has long been an area of question on campus.
- New questions are being added to the student application that will provide further data in this area of effectiveness.
- Randy, Chris and Teresita will come up with data on outreach and student feedback and provide a rep to come to a future meeting.
- Changes in accounting procedure may be part of the reason for increases in some areas over the years, due to interpretation of requisitions and payments.
- The college Accounting department is following strict rules in the BAM guidelines.
- There will be further discussion on contract services and maintenance agreements at future meetings.

P1 Report (waiting for census for more accurate data)

Mitra Moassessi made a motion to commend the Fiscal Services area in recognition of improvements made, for presenting information in a timely manner, and for communicating openly and transparently to this committee.

Leroy Lauer seconded the motion.

All agreed.

Agenda Planning for March 7, 2007:

- 5000 Series – Further Discussion
- P1 (Place Holder)
- Actual FTES With and Without Compton (past years comparative)

Adjournment: 3:30 p.m.

Budget Planning Committee Meetings schedule through June 2007:

March 7, 21

April 4, 18

May 2, 16

June 6, 20