



Santa Monica Community College District  
**Budget Planning Committee a Subcommittee** of the  
District Planning and Advisory Council  
**JULY 18, 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, July 18, 2007 at 2:00 p.m. at Santa Monica College, Library Meeting Room 193, 1900 Pico Boulevard. Santa Monica, California.

Budget Planning Committee Members

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

Call to Order 2:00 p.m.

Update on Resolutions Sent To DPAC

The Budget Planning Committee forwarded five resolutions to DPAC which were all unanimously approved (see below). The resolution regarding landscaping was slightly modified by inserting the word "mostly."

1. That the Superintendent/President, Academic Senate President and CSEA President send a letter to all employees encouraging energy and water conservation at work (e.g., turning lights off, computers off, etc.)
2. That a sustainability coordinator be identified to implement environmental audit plans.
3. That the College buy and use mostly indigenous, drought resistant plants for campus landscaping.
4. That the District establish a centralized Contracts Office and Contracts Database to allow for review and control of contracts to increase cost efficiency
5. That the College analyze and evaluate the cost-effectiveness of hiring permanent employees instead of contracting out.

### Update From Benchmark Sub-Committee

Survey instrument for collecting staffing information from benchmark colleges has been completed. Mona Martin will speak with Marcia Wade, V.P. Human Resources, to seek her assistance in surveying the colleges.

### Update on Posting of Committee Minutes

Minutes from previous years have been gathered from several secretaries and past Chairs and forwarded to Lisa Rose. Lisa will have them posted to the College Website (College Policy & Planning, Planning Committees). Committee Agendas will be posted as well, beginning with the September 2007 meetings.

### Continuation of Cost-Cutting Ideas Document Discussion

Committee discussed several possible cost-saving ideas (e.g., reduction of athletic program costs, not mailing employee checks, using online forms instead of print, cost of marketing), but ultimately decided it was unlikely that further resolutions would be coming from this document.

### Agenda Items for Next Meetings

September 5: Preview of Final Budget (prior to Board Meeting, Sept. 13)

September 19: Marketing/Advertising Update by Don Girard

### Meeting Schedule

The Committee will resume meeting the first and third Wednesdays, beginning in September.

September 5, 19

October 3, 17

November 7, 21

December 5