



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

**NOVEMBER 5, 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, November 5, 2008 at 2:00 p.m. at Santa Monica College, Library Conference Room (275), 1900 Pico Boulevard, Santa Monica, California.

I. Call to Order 2:05 p.m.

II. Budget Planning Committee Members

Chris Bonvenuto, Administration  
Randy Lawson, Administration  
Eric Oifer, Academic Senate Representative  
Richard Tahvildaran-Jesswein, Academic Senate Representative  
Mona Martin, Management Association Representative, Co-Chair  
Leonard Crawford, Management Association Representative (absent)  
Mitra Moassessi, Faculty Association Representative  
Howard Stahl, Faculty Association Representative, Co-Chair  
Bernie Rosenloecher, CSEA Representative  
Tron Burdick, CSEA Representative  
Leroy Lauer, CSEA Representative  
Connie Lemke, CSEA Representative (absent)?  
Samir Ahmed, Student Representative  
Kamil Gazizullin, Student Representative (absent)  
Darya Barbakova, Student Representative (absent)  
Vicky Qian Jiang, Student Representative

Guest: Jeff Shimizu

III. Minutes of Oct. 22, 2008 approved as presented.

IV. Fiscal Services Update

Chris Bonvenuto gave an update on the State's budget situation, pointing out that it was changing on a daily basis. Current estimate is that there may be close to a \$10 billion shortfall. SMC's budget will change based on final state budget. It is predicted that there will not be full funding for growth; unfunded growth does not go into the following year's base funding.

Based on the Budget Planning Sub-Committee's input, Dr. Tsang and senior staff have directed Chris Bonvenuto to immediately begin working with his department and the Sub-committee on the following areas to identify potential cost savings

1. Contracts and Contracted Services  
Chris will begin reviewing all contracts and set up a process to establish a database.  
Chris predicts there may be a potential cost savings of \$500,000 in this area.
2. Grants and their matches.  
Chris will work with Laurie McQuay-Penninger to make sure the College is not supporting grants at a higher level than required.

3. Travel  
Travel expenditures will be reviewed and criteria may be developed to limit travel to “necessary” travel only.
4. Equipment  
Will review all equipment expenditures. May be able to save up to \$50,000 if only emergency purchases are made.
5. Temporary Personnel.  
College will no longer automatically be filling permanent classified vacancies with a temporary employee. Departments will be asked if they can manage without the staff until the position is filled with the permanent employee.
6. Vacancy List  
Chris will be reviewing possible ways to make the budget as realistic as possible (the current budget reflects all vacant positions, including those not even in the recruiting stage)

Adjournment at 4:31 p.m.