

# **Budget Committee Meeting Los Angeles Southwest College**

**Minutes (Draft 1, 4/21/2009)**

**Monday, April 20, 2009**

The meeting began at approximately 1:30 p.m.

Members Present:           Doose, Paul  
                                  Thomas-Robertson, Earnestine  
                                  Lewis, Patricia  
                                  Roberts, Todd  
                                  Lau, Ron

Members Absent:           Harris, Michael  
                                  Hamilton, LaVonne

## **Reports and Discussion**

### **1. Roll and Duties**

There was discussion on the purpose/charge of the Committee. There was a review of the strategic planning handbook. There was a review of the planning and budget timeline. Meetings are open to the public. There was discussion on committee activities, including website, public forums, communication, representation, and recommendations to the president. The fiscal plan and the budget process are primary responsibilities for the Committee. Communication strategies to the campus were discussed. A draft communications report was reviewed. Membership was discussed. Per the strategic planning handbook, additional members are needed.

Action: The Committee will recommend to the Academic Senate that the timeline be revised. Budgets to be developed in the Fall for the following year. An objective will be three year budgets.

### **2. Sheriff's Cost**

There was discussion on the proportionately higher cost of security for LASC as compared to many of the other campuses.

Action: Ron Lau will inquire as to the reported figures.

### **3. Fiscal Plan**

The Committee will need to develop a college fiscal plan. Timeline and outline to be developed and distributed for review.

### **4. Handouts**

The following handouts were distributed, with discussion:

- A. Sections from the strategic planning handbook.
- B. Organization Outline (4/17/09)
- C. LASC Response to Fiscal Policy and Review Committee (Sep 2008)
- D. Fiscal Principles and Procedures for the College of the Sequoias
- E. LASC Budget Committee Classified Managers Report (Draft 3/30/09)
- F. Minutes Budget Committee Meeting 3/30/09
- G. March 2009 LASC financial report
- H. Sheriff's Contract costs as % budget, all campuses

### **5. Next Meeting**

Tentatively, third Monday, 1:30 p.m., May 18, 2009.

There was a suggestion that the next meeting focus on the budget process.

The LASC fiscal plan will need to be discussed. Information will be forwarded prior to the next meeting.

The meeting ended at 3:30 p.m.