

College of San Mateo
Budget Planning Committee Meeting Agenda
March 16, 2009
1:30 pm to 3:30 pm
Building 12-172

Committee Members: Ricky Ambrose, Diana Bennett, Kathy Chaika, Mike Claire, Susan Estes, Arlene Fajardo, Jacqueline Gamelin, Jennifer Hughes, Maggie Ko, Virgil Stanford, Martha Tilmann, Henry Villareal, Steffi Santana (Student Senate)

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| 1:30pm | I. Welcome |
| | II. Approval of 3/16 Agenda |
| | III. Approval of Minutes from 3/02/09 meeting |
| 1:45pm | IV. Presentation/discussion regarding upgrade position for the Office of Planning, Research & Institutional Effectiveness: from Project Director to Administrative Analyst – John Sewart |
| 2:30pm | V. Strategizing for budget 2009-2010 – Operating parameters/budget forecasting |
| 3:00pm | VI. Review of current year budget |
| 3:20pm | VII. Future Agenda Items |
| 3:25pm | VIII. Future Meetings
April 20, May 4, May 18 (spring break 4/6 thru 4/12) |

College of San Mateo
Budget/Planning Committee Meeting Agenda
May 5, 2008
1:30 p.m. to 3:30 p.m.
Building 18-206 (Faculty Center)

Committee Members: Rick Ambrose, Jeremy Ball, Kathy Chaika, Mike Claire, Susan Estes, Arlene Fajardo, Jacqueline Gamelin, Jennifer Hughes, Maggie Ko, Christianne Marra, Virgil Stanford, Martha Tilmann, Henry Villareal, Student member(s)

1. Welcome

1. Review notes from last meeting

2. Review agenda

3. 320 report update - Henry

4. Update on financial condition - Virgil

5. Old business

6. New business
 Additional full-time Chemistry faculty position - Susan

Next meeting date:

Tentatively: Monday, May 19, 2008 at 1:30 p.m. to 3:30 p.m.

Location: TBA

College of San Mateo
Budget Subcommittee Meeting Agenda
April 21, 2008
1:30 p.m. to 3:30 p.m.
Building 1, Rm 115

Subcommittee Members: Rick Ambrose, Jeremy Ball, Kathy Chaika, Mike Claire, Susan Estes, Arlene Fajardo, Jacqueline Gamelin, Jennifer Hughes, Maggie Ko, Christianne Marra, Virgil Stanford, Martha Tilmann, Henry Villareal, Student member(s)

1. Welcome
1. Review notes from last meeting
2. Review agenda
3. FTE's target for next spring
4. Possible additional faculty positions as a result of retirements
5. Old business
6. New business

Next meeting date:

Monday, May 5, 2008, 1:30 to 3:30 p.m., Bldg. 18, Rm. 206 (Faculty Center)

College of San Mateo
Budget Subcommittee Meeting Agenda
April 7, 2008
1:30 pm to 3:30 pm
Building 1-115

Subcommittee Members: Ricky Ambrose, Jeremy Ball, Kathy Chaika, Mike Claire, Susan Estes, Arlene Fajardo, Jacqueline Gamelin, Jennifer Hughes, Maggie Ko, Christianne Marra, Virgil Stanford, Martha Tilmann, Henry Villareal, Student member(s)

7. Welcome
8. Review notes from last meeting
9. Review agenda
10. Educational Master Plan Update (Jeremy Ball)
11. Comparative Report CSM/Skyline (Mike Claire)
12. Discussion of Budget and Planning Calendar (Virgil Stanford)
13. Organizational charts for President's Office and KCSM
14. Old business
15. New business

Next meeting dates:

Monday, April 21, 2008

Monday, May 5, 2008

Time:

1:30 p.m. to 3:30 p.m.

Location:

Building 1-115

College of San Mateo
Budget Subcommittee Meeting Agenda
March 24, 2008
1:30 pm to 3:30 pm
Building 1-115

Subcommittee Members: Ricky Ambrose, Jeremy Ball, Kathy Chaika, Mike Claire, Susan Estes, Arlene Fajardo, Jacqueline Gamelin, Jennifer Hughes, Maggie Ko, Christianne Marra, Virgil Stanford, Martha Tilmann, Henry Villareal, (Student Members)

1. Welcome
2. Review notes from last meeting
3. Review agenda
4. Presentation- Organizational Charts (Jennifer Hughes)
5. Educational Master Plan update (Jeremy Ball)
6. Develop Planning Process for classified position request (Virgil Stanford)
7. Old business
8. New business

Next meeting dates:

Monday, April 7, 2008

Monday, April 21, 2008

Monday, May 5, 2008

Time:

1:30 p.m. to 3:30 p.m.

Location:

Building 1-115

College of San Mateo
Budget Subcommittee Meeting Agenda
March 3, 2008
1:30 pm to 3:30 pm
Building 1-115

Subcommittee Members: Ricky Ambrose, Jeremy Ball, Kathy Chaika, Mike Claire, Arlene Fajardo, Jacqueline Gamelin, Jennifer Hughes, Maggie Ko, Christianne Marra, Aaron Schaefer, Virgil Stanford, Martha Tilmann, Henry Villareal

1. Welcome
2. Review notes from last meeting
3. Review agenda
4. Program Improvement and Viability Process
5. (Susan Estes)
6. Distribution of 2007-08 Mid-Year Budget Report
7. Old business
8. New business

Next meeting dates:

Monday, March 24, 2008

Monday, April 7, 2008

Monday, April 21, 2008

Monday, May 5, 2008

Time:

1:30 p.m. to 3:30 p.m.

Location:

Building 1-115

College of San Mateo
Budget Subcommittee Meeting Agenda
February 4, 2008
1:30 p.m. to 3:00 p.m.
Building 1-115

Subcommittee Members: Ricky Ambrose, Jeremy Ball, Kathy Chaika, Mike Claire, Susan Estes, Arlene Fajardo, Jacqueline Gamelin, Jennifer Hughes, Maggie Ko, Christianne Marra, Virgil Stanford, Martha Tilmann, Henry Villareal, (Student Members)

1. Welcome
2. Review notes from last meeting
3. Review agenda
4. Recommendation on deletion and addition of classified positions
(Jennifer Hughes and Beverley Madden)
5. Charging post retirement benefits to categorical and grant programs
(Virgil Stanford)
6. Program Improvement and Viability Process
(Susan Estes)
7. Old business
8. New business

Next meeting dates:

Monday, March 3, 2008

Monday, March 24, 2008

Monday, April 7, 2008

Monday, May 5, 2008

Time:

1:30 p.m. to 3:00 p.m.

Location:

Building 1-115

College of San Mateo
Budget Subcommittee Meeting Agenda
December 10, 2007
1:30 p.m. to 3:00 p.m.
Building 1-115

Subcommittee Members: Ricky Ambrose, Jeremy Ball, Kathy Chaika, Mike Claire, Arlene Fajardo, Jacqueline Gamelin, Jennifer Hughes, Maggie Ko, Christianne Marra, Virgil Stanford, Martha Tilmann, Henry Villareal

1. Welcome
2. Review notes from last meeting
3. Review agenda
4. Program Improvement and Viability; continue the process of looking at low
5. enrolled programs (Susan)
6. Old business
7. New business

Next meeting dates: Spring 2008

College of San Mateo
Budget Subcommittee Meeting Agenda
November 19, 2007
1:30 pm to 2:30 pm
Building 1-115

Subcommittee Members: Ricky Ambrose, Jeremy Ball, Kathy Chaika, Mike Claire, Arlene Fajardo, Jacqueline Gamelin, Jennifer Hughes, Maggie Ko, Virgil Stanford, Martha Tilmann, Henry Villareal, Christianne Marra

1. Welcome
2. Review notes from last meeting
3. Review agenda
4. Number of new faculty positions for next year (Mike)
5. Continue 1310 discussion (Virgil)
6. Program Improvement and Viability Process (Susan)

Next meeting date: Monday, December 10, 2007
1:30 p.m. – 2:30 p.m.
Building 1, room 115

College of San Mateo
Budget Subcommittee Meeting Agenda
November 6, 2007
1:30 p.m. to 3:30 p.m.
Building 5, Staff Dining Room

Subcommittee Members: Ricky Ambrose, Jeremy Ball, Amber Bruce, Mike Claire, Susan Estes, Arlene Fajardo, Jacqueline Gamelin, Jennifer Hughes, Maggie Ko, Christianne Marra, Virgil Stanford, Martha Tilmann, Henry Villareal

1. Welcome
2. Review notes from last meeting
3. Review agenda
4. Discussion on multi-year financial plan (Virgil)
5. 1310 update and discussion (Virgil)
6. Review of low load programs (Susan)
7. Comparative spread sheet for reassigned time (Susan)
8. Develop recommendation for number of fulltime faculty members (Mike)
9. Review additional staffing needed with the new Division consolidation (Mike)
10. Old business
11. New business
12. Set agenda for next meeting

Next meeting dates: November 19, 2007
December 10, 2007
Time: 1:30 p.m. to 3:00 P.M.
Location: 1-115

College of San Mateo

Budget Subcommittee Meeting Agenda

October 8, 2007

1:30 p.m. to 3:00 p.m.

Building 1-115

Subcommittee Members: Ricky Ambrose, Jeremy Ball, Mike Claire, Laura Demsetz, Susan Estes, Arlene Fajardo, Jacqueline Gamelin, Jennifer Hughes, Maggie Ko, Virgil Stanford, Martha Tilmann, Henry Villareal, Christianne Marra

1. Welcome
2. Review notes from last meeting
3. Review agenda
4. Update on the District Committee on Budget & Finance Meeting
5. 2007-08 Final Budget Reports
6. Other business/items
7. Set agenda for next meeting
8. Next meeting dates: November 19, 2007
December 10, 2007
Time: 1:30 p.m. to 3:00 p.m.
Location: 1-115

College of San Mateo

Budget Subcommittee Meeting Agenda

May 14, 2007

1:30 to 3:00 pm

Building 1, Room 115

Subcommittee Members: Ricky Ambrose, Jeremy Ball, Kathy Chaika, Mike Claire, Arlene Fajardo, Jacqueline Gamelin, Jennifer Hughes, Maggie Ko, Christianne Marra, Grace Sonner, Virgil Stanford, Martha Tilmann, Henry Villareal

1. Welcome
2. Review notes from last meeting
3. Review agenda
4. Continue discussions on budget revisions
5. Old business
6. New business
7. Set agenda for next meeting
8. Set next meeting date

College of San Mateo

Budget Subcommittee Meeting Agenda

April 23, 2007

1:30 to 3:00 pm

Building 1, Room 115

Subcommittee Members: Ricky Ambrose, Jeremy Ball, Kathy Chaika, Mike Claire, Arlene Fajardo, Jacqueline Gamelin, Jennifer Hughes, Maggie Ko, Christianne Marra, Grace Sonner, Virgil Stanford, Martha Tilmann, Henry Villareal

1. Welcome
2. Review notes from last meeting
3. Review agenda
4. Enrollment and Retention (Jackie Gamelin)
5. Continue discussions on budget revisions
6. Old business
7. New business
8. Set agenda for next meeting
9. Set next meeting date

College of San Mateo

Budget Subcommittee Meeting Agenda

April 9, 2007

1:30 to 3:00 pm

Building 1, Room 115

Subcommittee Members: Ricky Ambrose, Jeremy Ball, Kathy Chaika, Mike Claire, Arlene Fajardo, Jacqueline Gamelin, Jennifer Hughes, Maggie Ko, Christianne Marra, Grace Sonner, Virgil Stanford, Martha Tilmann, Henry Villareal

1. Welcome
2. Review notes from last meeting
3. Review agenda
4. Distribute Organizational charts.
5. Continue discussion on possible ways to reduce the budget.
6. Old business
7. New business
8. Set agenda for next meeting
9. Set next meeting date

College of San Mateo

Budget Subcommittee Meeting Agenda

March 19, 2007

1:30 to 3:00 pm

Building 1, Room 115

Subcommittee Members: Ricky Ambrose, Jeremy Ball, Kathy Chaika, Mike Claire, Arlene Fajardo, Jacqueline Gamelin, Jennifer Hughes, Maggie Ko, Christianne Marra, Grace Sonner, Virgil Stanford, Martha Tilmann, Henry Villareal

1. Welcome
2. Review notes from last meeting
3. Review agenda
4. Discussion on retention and projected deficit (Jackie Gamelin)
5. Updating from committee:
 - List of low enrollment programs
 - List of all vacant but funded positions
 - Information on faculty release time
6. Old business
7. New business
8. Set agenda for next meeting
9. Set next meeting date

College of San Mateo

Budget Subcommittee Meeting Agenda

March 5, 2007

1:30 to 3:00 pm

Building 1, Room 115

Subcommittee Members: Ricky Ambrose, Jeremy Ball, Kathy Chaika, Mike Claire, Arlene Fajardo, Jacqueline Gamelin, Jennifer Hughes, Maggie Ko, Christianne Marra, Grace Sonner, Virgil Stanford, Martha Tilmann, Henry Villareal

10. Welcome
11. Review notes from last meeting
12. Review agenda
13. Brain storming session on possible budget reductions
14. Old business
15. New business
16. Set agenda for next meeting
17. Set next meeting date

College of San Mateo

Budget Subcommittee Meeting Agenda

February 12, 2007

1:30 pm to 2:30 pm

Building 1-115

Subcommittee Members: Ricky Ambrose, Jeremy Ball, Kathy Chaika, Mike Claire, Arlene Fajardo, Jacqueline Gamelin, Jennifer Hughes, Maggie Ko, Christianne Marra, Grace Sonner, Virgil Stanford, Martha Tilmann, Henry Villareal

1. Welcome
2. Review notes from last meeting
3. Review agenda
4. Report back from district meeting (Rick Ambrose, Virgil Stanford)
5. Utility follow-up (Jackie Gamelin)

6. CSM budget outlook for 2008
7. New faculty positions (Mike Claire, Grace Sonner)
8. Proposed permanent positions for child development
9. Set agenda for next meeting
10. Next meeting date: March 12, 2007
1:30 p.m. – 2:30 p.m.
Building 1, room 115