

Approved 1/31/2011

**EAST LOS ANGELES COLLEGE  
BUDGET COMMITTEE MEETING  
MONDAY, DEC. 6, 2010 @ 1:30 P.M.  
G1-301 A/B Conference Room  
MINUTES**

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**Roll Call:**

Committee members present as indicated (x).

**Academic Senate**

Jeff Hernandez\*                   x  
Alex Immerblum (Alt.)           x  
David Senensieb                   x  
Michael Simone  
Steve Wardinski (Alt.)

**Administration**

Selina Chi                           x  
Erlinda De Ocampo\*               x  
Tom Furukawa                       x  
Renee Martinez                    x  
Richard Moyer                      x  
Oscar Valeriano                    x

**AFT Faculty Guild**

James Kenny                        x  
Armida Ornelas                    x  
Vanessa Valverde

**AFT Staff Guild**

Laura E. Ramirez                   x

**Building and Trades Council**

Ted Strinz                           x

**Local 99**

Vacant

**SEIU 721 Supervisors**

Lindy Fong                           x

**ASU**

Lovette Rodriguez                   x

co-chairs\*

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**Other Guests**

Philip Briggs, Office of Institutional Effectiveness  
Ryan Cornner, Dean of Institutional Effectiveness  
Margaret Galvan, Chairs Council  
Gisela Herrera, Faculty  
Sarah Master, Office of Institutional Effectiveness  
John Rude, Associate Dean of Resource Dev.

**CALL TO ORDER**

The meeting was called to order by Co-chair Hernandez at 1:37 p.m.

**I. ADOPTION OF AGENDA**

The agenda was approved as distributed by consensus of the Committee.

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**II. APPROVAL OF THE MINUTES**

M/S/P (L. E. Ramirez/A. Immerblum): The minutes of Nov.15, 2010 were approved as corrected.

**III. ACTION/DISCUSSION ITEMS:**

**A. CONFIRM JANUARY 31 MEETING**

The Committee agreed that the next meeting will be held on Jan. 31, 2011. The meeting will commence at 2:00 p.m. in consideration of the intersession schedule.

**B. CLUSTER PLAN PRIORITIES FOR 2011-2012**

Co-chair Hernandez made reference to division cluster plans sent to Committee members, in advance, for review. The purpose of the review is to create a process where the Budget Committee recommends to ESGC the priorities that should guide the budget development process in January/February. ESGC, in turn, makes a recommendation to the President. The Budget Committee also identifies the estimated cost of faculty hires, to present to ESGC, to forward to the President. The overall net savings from faculty hires is \$150,000.00. It was noted that the savings may be significantly less, as Counseling positions included on the list are D-basis.

The Committee continued with review of each divisions cluster plans to identify and differentiate between the operational, desired and unfunded priorities.

Both, Liberal Arts and Sciences and Workforce Education included overarching operational items that apply to multiple departments or the entire cluster.

Clarification was sought on unfunded and operational items related to categorical funding. The items are to be listed as operational, noting items are not currently in program 100 budget. Vice Presidents listed operational priorities not because they are funded, but because they need to be funded.

The Student Services Division cluster plan included a list of unfunded priorities in rank for each area. Delineation of desired, operational and unfunded priorities was needed. It was also noted that counseling positions would be included on the faculty hires list. Vice President Valeriano clarified that the Student Services division is requesting four counseling positions. Of the four positions, two are replacement positions and one is for on-line advising. A prioritized list for the Student Services Division cluster plan will be forwarded to Co-Chair Hernandez.

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The Administrative Services cluster plan update included a combination of priorities for the current year.

**M/S/P (Senensieb/Ramirez): To forward the College Budget Priorities for 2011-2012 to ESGC as a living document recognizing that there will be adjustments.**

**C. REVIEW OF EXPENDITURES**

1. Last Quarterly Report: The Committee was reminded that as part of the shared governance process, the Committee should be furnished with expenditure information such as copies of the quarterly report submitted to District.
2. Questions about particular expenditures:
  - A. Technology Purchases: The Committee was informed that questions have been raised in relation to some technology purchases related to security. Vice President Martinez stated the purchase in question may have been expensed to bond funds.
  - B. Costs for Improvements for E1, new P2, S1 and S2: Inquiry was posed for some expenses related to E1, P1 and S2. Vice President Martinez explained that many times a building is under warranty. Additionally, she explained that the Build LACCD accounting system is not available to the colleges. Questions remained about whether any costs to the general fund have been incurred.
  - C. Securing Read-Only Access to SAP for Budget Committee members: A request was made for all Budget Committee members to have access to SAP. SAP access can be accommodated by completing and submitting the appropriate request form.

**IV. UPDATES**

A. District and State Update:

1. This item was tabled due to time constraints.

**V. ITEMS FROM THE FLOOR/ANNOUNCEMENTS**

Annual Update for RIDO: Selina Chi noted that the Resource and Institutional Development Office Annual Update has been submitted. The President's Office units cluster will be discussed at a later date.

**VI. ADJOURNMENT**

The meeting was adjourned at 3:10 p.m.

Respectfully submitted,

April M. Aragon  
Administrative Services