

**CONTRA COSTA COLLEGE
BUDGET COMMITTEE MEETING
Wednesday, February 16, 2022**

2:00 p.m. – 4:00 p.m.

ZOOM: <https://4cd.zoom.us/j/94225692456>

Committee Members

Jason Cifra, Interim chair
Jason Berner, manager
Mayra Padilla, manager (non-voting)*
Brian Williams, classified

Joel Nickelson-Shanks, manager*
Sara Marcellino, manager (non-voting)
Michael Zephyr, classified
Sue VanHattum, faculty

Nick Dimitri, manager (non-voting)
Gabriela Segade, faculty*
Andrew Kuo, faculty
Claudio Lopez, student*

Jacqueline Oré, note taker

* - absent

Meeting Minutes

Called to order at 2:11 p.m.

Topic	Outcome/Decisions	Action Items
I. Approval of current agenda	Jason Berner moved to approve the agenda, Michael Zephyr seconded, and the committee unanimously approved.	
II. Approval of previous meeting minutes from November 17, 2021 (December 15, 2021 meeting was cancelled)	Jason Berner moved to approve the November minutes with Nick Dimitri's corrections, Sue VanHattum seconded, and the committee unanimously approved.	
III. Public Comment	None.	

IV. Action Items	None.	
V. Information / Discussion Items A. Introduction and Housekeeping	<p>Jason Cifra addressed a co-chair model for the Budget Committee to be consistent with other committees on campus.</p> <p>The co-chair model will allow other constituency groups to assist the chair on setting the agenda and asking their constituency groups to voice other topics of discussion for the next meeting's agenda.</p> <p>The College President should not be the chair of any participatory committee when the recommendations are proposed and moved to the College President for approval at the Executive level.</p> <p>Dr. Tia Robinson-Cooper mentioned Dr. Kimberly Rogers has a taskforce group moving the participatory governance committees to also include the IEPI work when making recommendations.</p>	Jacqueline Oré will send the call for agenda items to include the chair, committee members and the Presidents of Faculty, Classified and ASU to get agenda items from those constituency groups.
B. Budget Summary and Timeline	No new update since last meeting.	
C. HEERF Summary Update	No new update since last meeting.	
D. Review of Charge Taskforce	<p>The committee reviewed purpose and composition in the charge.</p> <p>The charge will be as follows:</p> <ol style="list-style-type: none"> 1. To evaluate procedures for the allocation & use of revenue (moved to keep) 	

	<ol style="list-style-type: none"> 2. To make recommendations on budget augmentation (moved to be removed) 3. To review new grant proposals (moved to remove) 4. To maintain a comprehensive record of College wide grant budgets in order to help facilitate funding of relevant projects (moved to remove) 5. To develop the process for allocation of and to allocate recommend special funds (e.g. instructional equipment funds) (moved with edits) 6. To make fund recommendations jointly with Student Success, Planning, and/or Operations Committees to College Council (move to keep) 7. To make recommendations about the budget (e.g. expenditure and emergency funds) (moved to add) <p>Composition of Budget Committee are as follows: Vice President of Business and Administrative Services, exofficio: Academic Senate President (Gabriela Segade), Business Services Supervisor (Nick Dimitri), Foundation Manager (Sara Marcellino), 1 Manager (Jason Berner), 2 Classified (Brian Williams and Michael Zephyr), 2 Faculty (Sue VanHattum and Andrew Kuo)</p>	
<p>VI. Adjournment</p>	<p>Brian moved to adjourn the meeting at 3:20 p.m., Michael seconded, and the committee unanimously approved.</p> <p>Next meeting Wednesday, March 16, 2021 at 2:00 p.m.</p>	