


CONTRA COSTA COLLEGE
Budget Committee
Meeting Agenda

Date: November 15th, 2023 (every 3rd Wednesday of the Month) **Time:** 2:00 p.m. – 3:30 p.m.
Location: ZOOM <https://4cd.zoom.us/j/92175453298> Meeting ID: 921 7545 3298

[Committee Charge and prior meeting agendas and minutes](#)

Voting Members

Chairperson: Victoria Menzies
Managers: Monica Rodriguez, Ashley Phillips, Joel Nickelson-Shanks
Faculty: Andrew Kuo, Joseph Randy Carver *Alternate: Gabriela Segade*
Classified: Brian Williams, Michael Zephyr
Students: 2 Vacant

Non-Voting Members

Mangers: Nick Dimitri, Mayra Padilla, Sara Marcellino, Jason Berner

	Item	Action
I.	Welcome and Introductions	N/A
II.	Approval of Current Agenda	Vote
III.	Approval of the September 20, 2023 and October 18, 2023 minutes	Vote
IV.	Public Comment/Announcements (2 minutes each)	N/A
V.	Action Items - None	Vote
VI.	Review Committee Charge, Membership, and Voting Guidelines Current Charge: <ol style="list-style-type: none"> 1. To evaluate procedures for the allocation and use of revenue 2. To make recommendations on budget augmentation 3. To review new grant proposals 4. To maintain a comprehensive record of College-wide grant budgets in order to help facilitate funding of relevant projects. 5. To develop the process for allocation of and to allocate special funds (e.g. instructional equipment funds) 6. To make funding recommendations jointly with Student Success, Planning, and/or Operations Committee to College Council. 	Informational/Discussion

VII.	Review/Set Committee Goals for Fiscal Year 2023-2024 <ol style="list-style-type: none"> 1. Develop Budget Development Process draft to be submitted to decision making committees for review and recommendation, Items 1, 2, 4, 5 2. Review quarterly financials to determine funding recommendations, if needed, Item 6 3. Develop a new grant process approval and review. Review current practices, process and procedures, Item 3. 	Vote
VIII.	Understanding campus funding (1 hr)	Informational/Discussion
IX.	Budget updates <ol style="list-style-type: none"> a. Q1 Financials July 1 - September 30, 2023 	Informational/Discussion
X.	Budget Development Discussion	Informational/Discussion
Xi.	Adjournment - Rescheduling December's meeting because the campus is closed on the next scheduled meeting date.	Informational/Discussion