

**Budget Committee**

**Meeting Minutes**

**Date:** September 17, 2025 (every 3nd Wednesday of the Month) **Time:** 2:00 p.m. – 4:00 p.m.

**Location:** SAB-211 and **ZOOM:** <https://4cd.zoom.us/j/86036108244>

**Meeting ID:**  860 3610 8244  **Passcode:** FMPWEB

| **Voting Members** |
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| **Chairperson**: Victoria Menzies  **Managers**: Monica Rodriguez, Ashley Phillips, Joel Nickelson-Shanks, Kyle Alvarado  **Faculty**: Andrew Kuo, Gabriela Segade; *Alternate: Joseph Carver*  **Classified**: Brian Williams, Adam Del Castillo, Erica Delgado, *Alternate: Matthew Houser*  **Students**: Steve Sandoval, Angelina Thomas, Stacy Lopez-Rhoton |

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| **Non-Voting Members** |
| **Managers:** Nick Dimitri, Chao Liu, Sara Marcellino, Jason Berner |

**Present:** Victoria Menzies, Kyle Alvarado, Gabriela Segade, Andrew Kuo, Monica Rodriguez, Nick Dimitri, Maya Jenkins, Brian Williams, Steve Sandoval, Adam Del Castillo

**Zoom:** Jackie Ore’, Kelsie Johnson, Erica Delgado, Stacy Lopez-Rhoton, Joel Nickelson-Shanks

Called to order at 2:07 p.m.

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| **Item** | **Outcome/Decisions** | **Action Items** |
| 1. **Welcome and Introduction** |  | No action required. |
| 1. **Public Comment/Announcements (2 minutes each)** | No public comment/announcement. | No action required. |
| **Consent Agenda – Action Item** | | |
| 1. **Approval of Current Agenda** | Agenda approved. 7 yay votes, 0 nay votes. | Motioned: Brian Williams  Second: Gabriela Segade  Yay votes:  Brian Williams, Monica Rodriguez, Steve Sandoval, Kyle Alvarado, Adam Del Castillo, Gabriela Segade, Andrew Kuo |
| 1. **Approval of April 16, 2025 and May 21, 2025 Minutes** | April 16, 2025 and May 21, 2025 minutes approved.  7 yay votes, 0 nay votes. | **April Minutes:**  Motioned: Gabriela Segade  Second: Kyle Alvarado  **May Minutes:**  Motioned: Brian Williams  Second: Kyle Alvarado  Yay votes:  Brian Williams, Monica Rodriguez, Steve Sandoval, Kyle Alvarado, Adam Del Castillo, Gabriela Segade, Andrew Kuo |
| 1. **Committee Orientation:**  * Review Committee Charge * Brown Act Overview | * **Membership/Bylaws:** * Confirmed 8 voting members (2 from each group: managers, faculty, classified, students) with alternates for each constituency. * **Meeting Times & Purpose:** Adjustments needed to reflect current responsibilities and updated operating procedures (handbook outdated). meeting times from 2-4 PM and revising the committee's purpose section to reflect current responsibilities beyond what was documented in the handbook. * **Budget Committee Charge & Responsibilities:** * Expand scope to serve as the **central budget hub** (not just general funds). Strike through “for the operating budget” on charge #1. * Review **all budget categories** quarterly. * Take on **grant review responsibilities** (previously handled by Grant Committee). Ensure institutional support is considered before submission. * Add “after review by Strategic Enrollment Committee” to #7 in the committee charge. * Drop charge #8.   Updated Committee Changes approved with 7 yay votes, 0 nay votes. (See action item column). | Motioned: Brian Williams  Second: Gabriela Segade  Yay votes:  Brian Williams, Monica Rodriguez, Steve Sandoval, Kyle Alvarado, Adam Del Castillo, Gabriela Segade, Andrew Kuo   * Update bylaws and clarify membership/voting requirements. * Revise committee charge to reflect grant review and expanded oversight role. |
| **Discussion/ Information Item** | | |
| 1. **Brown Act Overview** | * **Brown Act Compliance:** Reviewed posting requirements, public access, and new remote participation rules. Need updated training. | No action required. |
| 1. **Resource Allocation Process:**   Include Ranking for Fund 12, Adjunct Budget, Release Time/OAS Final Ranking | * Include Fund 12, adjunct budget, and release time/OAS ranking. | * The committee also decided to modify their responsibilities to include reviewing all budget information as a central hub, rather than just general funds, and to receive quarterly reports on all budgets rather than just operating budgets during committee charge vote. |
| **Consent Agenda – Action Item** | | |
| 1. **Recommendation for FY2025-26 Budget to College Council** | * FY25–26 budget recommendations must still go to College Council as informational items despite deadline challenges.   FY25-26 approved for recommendation to College Council with 7 yay votes, no nay votes. | Motioned: Brian Williams  Second: Gabriela Segade  Yay votes:  Brian Williams, Monica Rodriguez, Steve Sandoval, Kyle Alvarado, Adam Del Castillo, Gabriela Segade, Andrew Kuo |
| 1. **Budget Request Processing Timeline Revision** | **Budget Request Timeline (Revised):**   * Portal opens **October 31, 2025**. * Final portal close **Jan. 31, 2026**. * Committee Reviews:   + First review: **Feb. 18, 2026**   + Special review: **Mar. 4, 2026**   + Final ranking: **Mar. 18, 2026** * Recommendation for April College Council meeting will be made after final ranking. | Motioned: Brian Williams  Second: Andrew Kuo  Yay votes:  Brian Williams, Monica Rodriguez, Steve Sandoval, Kyle Alvarado, Adam Del Castillo, Gabriela Segade, Andrew Kuo |
| **Discussion/ Information Item** |  |  |
| 1. **Historical Overview of CCC Budget** | Tabled due to lack of time. | Tabled |
| 1. **Budget Update: CCC FY2025-26 Adopted Budget** | Tabled due to lack of time. | Tabled. |
| 1. **Adjournment –**   **Meeting adjourned at 4:01 p.m.** | Next meeting – October 15, 2025, 2:00 p.m. – 4:00 p.m. in SAB-211 and via Zoom. |  |