



Budget Committee Meeting Summary
June 11, 2019
 50 Frida Kahlo Way
 MUB 140
 San Francisco, CA 94112

NOTES

Members Present:

Administrators/Faculty/Staff: Luther Aaberge, Kristin Charles, Edward Simon Hanson, Donna Reed, Monika Liu, Athena Steff, Lisa Romano, Carole Meagher, Alexis Litzky

Guest(s): Abdul Nasser, Vahe Hovakimian, Karina Fonseca, Tom Boegel, Dianna Gonzales, Shawn Yee, Kristina Whalen, Coni Staff, Cherisa Yarkin, Tessa Brown

Meeting Called to Order at 12PM

No.	Item	Discussion/Outcome	Follow Up/ Individual Responsible
1	Reports from Constituency Groups	<ul style="list-style-type: none"> • Senior VC Gonzales highlighted the discussion at the last Board of Trustee's meeting, and asked if the committee had any feedback from their constituent groups. • Alexis Litzky, Committee Member reported Academic Senate hasn't met yet so there isn't anything to report. 	Dianna Gonzales, Senior Vice Chancellor of Human Resources

2	Final Recommendation for 19/20 Budget	<ul style="list-style-type: none"> • Senior VC Gonzales provided a review of the 18-19 Budget projections and the 19-20 Preliminary Budget Development. • Simon Hanson, Committee Member expressed his concerns about budget information distribution and process. He asked if there is an outside source that will be providing assistance and/or guidance. • Senior VC Gonzales explained that she has reached out to a couple of resources and she is waiting for a response. She continued to explain how the District is getting ready for the June Board meeting and provided examples of various modifications that are happening at the District to present a balance budget. She continued by illustrating to the committee the current status of the financial sustainability for FY 19/20 balance. • Athena Steff, Committee member also expressed her concerns about budget issues across the board. She wanted to understand who is accountable to monitor the budget. She also expressed her support for the classified unit doing their share to assist with balancing the budget. • Senior VC Gonzales explained that this process is very complex and expressed how changes need to be made to the process. She continued to explain that there are various responsibilities not just from Administrative staff but also from everyone in the District. She expressed that everyone is accountable of their actions and more team work needs to be provided district wide. • Simon Hanson, Committee Member asked to explain structural modifications to balance the budget to watch and make modifications or allocations as necessary. He suggested to move forward without recommendation and work towards next year budget. • Senior VC Gonzales stated that more work needs to happen to provide the services which are needed. • Simon Hanson, Committee Member recommended that the District get an Independent Financial Auditor to look at the numbers and also a Forensic Audit to look at the stability funding. • Senior VC Gonzales explained that the District already as VTD as an Independent Financial Auditor who provides this service. She 	<p>Dianna Gonzales, Senior Vice Chancellor of Human Resources</p> <p>Tom Boegel, Senior Vice Chancellor of Academic and Institutional Affairs</p> <p>Luther Aaberge, Vice Chancellor of Finance</p>
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		<p>provided an explanation of the budget process that the District currently goes through.</p> <ul style="list-style-type: none"> • Simon Hanson, Committee member suggested that the District also needs to hire a Controller to monitor all transactions. • Senior VC Gonzales explained that the District does have a Controller, however duties are more like an Accounting Supervisor. She was suggesting that she will look into this concern and keep the committee posting. • Carole Meagher, Committee member expressed her concerns about hiring someone and hopes they will be from the private sector. • Senior VC Gonzales expressed her thoughts about private and public sector and explain that she will look into the concern. She hopes that moving forward that more team work will happen. She explained that the accountability would land on the administrative level to provide the tools that are needed. If the committee needed a person to be accountable she said it would be her. She concluded with asking them if they had any recommendations that she could bring forward to the Board. • VC Aaberge, AVC Nasser and Dean Hovakimian expressed to the committee how this budget will be tough and in order for it to be successful the District needs to put the effort into it. • Since the committee didn't have any recommendations to bring to the Board, Senior VC Gonzales provided a suggestion. • Senior VC Gonzales suggested that she will explain to the Board that the information has been presented to Budget committee and some concerns were raised. The committee didn't have the opportunity to get the multi-use and year to date information and there is still a lot of work to do to get to the progressive budget to be effective. • Tessa Henderson Brown, Associate Dean of Student equity provided a suggestion to have Budget management training for staff to provide them the tools to properly manage their budgets. • Simon Hanson, Committee Member expressed his enthusiasm for the idea as well as have an orientation for budget management training. • Senior VC Gonzales stated that it was an idea that she will look into. 	
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3	Plans for Discussion with Constituency	<ul style="list-style-type: none"> Senior VC Gonzales decided to have the members go back to their Constituency to report. 	Dianna Gonzales, Senior Vice Chancellor of Human Resources
4	Adjournment	<ul style="list-style-type: none"> Senior VC Gonzales adjourned the meeting at 3:19pm 	Dianna Gonzales, Senior Vice Chancellor of Human Resources

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