PGC Budget Committee Meeting

September 23, 2025 1:05 PM –2:38 PM
MINUTES
Meeting Called to Order at 1:05PM

Member of Budget Committee: Tyler Powers(S), Priscilla Nguy (S), Susana Atwood (F), Jessica Buchsbaum (F), Lillian Marrujo-Duck (F), Maria Salazar- Colon (C), Justin Genevro (C), Chanelle Wells (C), Adil Ahmed (A), Geisce Ly(A), Yulian Ligioso (Chair)

Alternates: John Halpin (A), Garth Kwiecien (A). Doug Orr (F), Joe Reyes (F), Vaishali Jogi (C), Silvia Urrutia(C) Kanishae Benton (C).

No.	Item	Discussion/Outcome
1.	**MEETING OPENING** Roll Call Introductions	**Members Present:** Tyler Powers, Priscilla Nguy, Lillian Marrujo-Duck, Jessica Buchsbaum, Lillian Marrujo-Duck, Chanelle Wells, Adil Ahmed, Geisce Ly, Yulian Ligioso. **Alternates Present:** Vaishali Jogi, Garth Kwiecien **Members Absent**: Susana Atwood, Justin Genevro, Maria Salazar-Colon.
2.	**APPROVAL OF AGENDA** Review and Acceptance of Agenda	Moved by member Ly. Seconded by member Marrujo-Duck. Motion approved unanimously.
3.	**APPROVAL OF MINUTES**	Chair Ligioso suggested that since members still needed to review the minutes that he would move the approval of the minutes after item #7/ Future items for Discussion for upcoming meetings. Members agreed upon moving the minutes towards the end of the agenda. Moved by Marrujo- Duck. Seconded by committee member Ly. Motion approved.
4.	**PUBLIC COMMENT**	None at this time.
5	**REPORTS FROM CONSTITUENT GROUPS**	**Associated Students** – None at this time. **Academic Senate**- None at this time **Admin Association** –None at this time. **AFT-** None at this time **Classified Senate** – None at this time **SEIU** – None at this time

6.	**ITEMS FOR DISCUSSION/ACTION:** • Review Budget Committee By-Laws, Administrative Procedures, Board Procedures	Chair Ligioso explained By-laws, Administrative Procedures and Board Procedures to the committee and ask the committee for feedback. Member Marrujo-Duck expressed concerns about committee appointments. Discussion occurred about constituent exchange and removing reports from constituent groups from the PGC Budget Committee agenda's moving forward. Further discussion occurred about how members feel that the PGC Budget Committee meetings which may not be the right platform for the constituent groups to discuss items that are occurring for their groups and members agreed that they would remove the item from the agenda. Chair Ligioso hopes that the constituent groups will continue to bring back to their groups the discussions that have occurred at PGC Budget Committee meetings and bring back any concerns that their constituent groups may have. Member Marrujo-Duck stated she would like to make a motion to move to remove the Reports from constituent groups from the PGC Budget Committee Meeting agendas. Seconded by committee member Ahmed. Motion approved unanimously. Chair Ligioso reviewed AP 2.07 and highlighted the attendance section in the Administrative Procedures. Discussion occurred about attendance at meetings. Chair Ligioso explained that members and alternates of committees are expected to attend all meetings. If a member or alternate misses more than three consecutive meetings without an excused leave of absence, the chair should contact the missing member or alternate and report to the appoint body and Chancellor for possible replacement of that member. Discussion occurred and members agreed with Chair Ligioso that there should be accountability and members should follow the PGC processes and protocols. Further discussion occurred about how to move forward. Discussion occurred that although the Chair may have responsibilities to discuss the attendance with the constituent groups and the Chancellor, The Constituent groups should also have responsibilities with their members attendance and do follow ups to make sure that there is representation of their groups. New members of the committee provided insight regarding their experiences as a new member and how they wanted to understand and learn the budget process. They are looking forward to be able to participate and provide prospective. Member Buchsbaum made a motion to reaffirm as a subcommittee to follow Administrative Procedure 2.07. Seconded by committee member Ly. Motion approved unanimously.

		Chair Ligioso highlighted the committee description and purpose of the PGC Budget Committee (By-Laws). He stated that he would follow up with Institutional Advancement & Effectiveness ALO/AVC Kristin Charles to make sure that the Description and purpose follows ACCJC standards. Discussion occurred about the meeting date and time of the committee meetings. Chair Ligioso suggested that he would follow up with AVC Cooper-Wilkins to figure out how to move forward if the committee wanted to modify the dates and time. Members wanted to make sure that they provided enough time to the Finance department to provide the information that is needed to review. Further discussion occurred about the possibilities to have special meetings to review budgets and other information and maintain the schedule that is already in place.
7.	Further items for Discussion for upcoming meetings	Chair Ligioso suggested that at an upcoming meeting the committee could invite David Yee and team to get an Enrollment Management Committee (EMC) status update and also invite AVC Kristin Charles and Program Review Coordinator Alexis Litzky to discuss Interlinking Budget with Program Review Process. He stated that for another upcoming meeting Associate Students could provide a budget update. Member Powers stated that he would be delighted to provide the report and will work with his constituent group and the VCFA office moving forward.
8	**Approval of the Minutes** (cont.)	Chair Ligioso asked for a motion for the August 26, 2025 Minutes. Moved by committee member Marrujo-Duck. Seconded by committee member Ahmed. Motion approved. Member Powers, Member Nguy and Member Wells abstained from the vote. Chair Ligioso asked for a motion for the September 2, 2025 Minutes. Moved by committee member Ly. Seconded by committee member Buchsbaum. Committee member Ly stated that he wanted his name to be modified in the meeting opening section of the minutes Motion approved as amended. Member Powers, Member Nguy and Member Wells abstained from the vote.
9.	Adjournment	Meeting adjourned at 2:38PM.