Minutes

# Budget Team

## Monday, Feb. 22, 2021

## 8:30 to 9:30 A.M.

Approved 03-01-21

**Present:** Joe Barberio, Nancy Dietrich, Gerry Haddad, Veronica Johnson, Tamara McDiarmid, Eva Menefee, Jon Tenbrink, Sally Pierce, Denise Warner

## Agenda:

1. Review/Approval of Minutes from Feb. 15. Minutes were approved.
	1. Meetings will be recorded and the video/transcript will be downloaded and saved.
2. Debriefing from last week’s meeting
	1. JM invited Budget Committee to higher level meetings because he runs those meetings, and this is good. We want to attend those meetings, but we also want to be involved in lower level discussions at department and division levels.
	2. Our role may be to encourage people to be as involved in program, department, and division level budget decisions, i.e. grassroots level.
	3. Need to make sure we learn to ask questions when we are in those meetings.
	4. Our charter needs to specify that we (senators) be included on certain meetings and have input with Provost.
	5. The role of this committee is to equip and train faculty to be more proactive in the budget process, to guide senators on what to do and when, and to ask the right questions. We need to make sure the senate knows where we are in the budget cycle and to anticipate what’s coming, and let senators know when/how to give input to their programs and departments and deans. For example: Okay, people in 2 months the budget's going to be due. Make sure that everybody in your department has seen and gone over the operating plan. We need the help of all senators. We can’t leave all of the work to just the members of this committee. We can’t attend all of the meetings.
	6. Senators need to realize that this committee gives us the right to sit at the table when budget decisions are being made. We can ask meaningful questions.
	7. Transparency means is that you're having the difficult conversation ahead of time. Not after the fact.
	8. Our charter also needs to include the process. The budget committee sends recommendations to the Senate, the Senate then proposes it to the provost and the provost empowers.
	9. Another role of the committee is to ensure that there is accountability.
3. Charter
	1. Sally and Denise will work on revising the charter and send it out to the committee this week in order to prepare for next Monday’s meeting.
4. Next Steps
	1. Invite Provost Sally Welch and Academic Senate President Monica Del Castillo to our next meeting.
	2. We hope to bring the charter to the first senate meeting after Spring Break, which will be March 26.

### Next Meetings:

March 1

No Meeting March 8 due to Spring Break

March 15 and weekly or as needed through May 3.