minutes

# Budget Team

## Monday, March 22, 2021

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

**Present:** Joe Barberio, Nancy Dietrich, Gerry Haddad, Veronica Johnson, Tamara McDiarmid, Sally Pierce, Jon Ten Brink, Denise Warner

## Agenda:

1. Minutes from March 15 were approved.
2. Sally brought up a topic that Jim Luke had asked the committee to address regarding portions of the budget that are outside of POPs and how to have input into those items.
	1. Denise and Sally P will send an email to Sally W asking for the CTE/OLL/OER budget to be shared and to invite Sally W to our next meeting.
	2. We will add the topic of how to have input on items that fall outside of POPs as an agenda item for our next meeting.
3. Reviewed and revised draft letter to all Deans. Denise and Sally will revise the first paragraph to include language from our charter regarding the purpose of the committee and get it to Monica and Eliza. The group agreed on a deadline of April 9 for deans to respond and for responses to be sent back to either the Academic Senate or Denise; we will ask Monica and Eliza what their preference would be.
4. We briefly reviewed Accounting and History Program Operating Plans before we ran out of time. These were 2 of the 3 programs that Andrea had pointed out as having done a great job in most areas. We asked all members to review the three POPs (Accounting, History, and MCS) for our meeting next Monday to come up with a set of guidelines for creating effective POPs. What specifically makes these three POPs effective and how can we help other programs be more effective with their POPs?
5. Agenda items for our next meeting.
	1. Discussion with Sally W regarding CTE budget.
	2. Broader discussion on how to have input into budgetary areas that fall outside of POPs.

### Next Meetings: March 29 and weekly or as needed through May 3.