

**BUDGET COMMITTEE MEETING
SUMMARY NOTES**

**Friday, February 7, 2014
9:00 a.m. - 11:00 a.m.
Meeting Location: L 151**

In attendance: Michael Almaguer, John Nahlen, John Hanecak, Jackie Jones-Castellano, Kathleen Costa, Ray Goralka, April Doty, Katrina Keating, Sonja Nielson and Erwin Wirawan.

Guests: Roshan Dahi, Peter Garcia, Chris Knox and Newin Orante

Note takers: Michael Almaguer & Kathleen Costa

Topic/Activity	Outcome
Public Comment	None.
Announcements	Keating announced that she applied for a sabbatical but won't know until April or May if she is selected. If so, she will be gone one year and the Budget Committee will need a replacement for a co-chair.
Agenda Review	Doty motioned and Goralka seconded. Approved.
January 24, 2013 Minutes	Vice President of Business and Administrative Services needs initial caps in announcements. In the annual fund delete "fund" in last sentence. Costa motioned and Doty seconded. Approved as amended.
Enrollment Management funds	Knox and Orante provided a handout showing money and services spent on spring enrollment marketing efforts. Garcia explained some history and thinking behind what marketing efforts were made in the past year. Fall and Spring money was spent on refurbishing (FOA) portables to add classroom space. We maintained our enrollment base and continue to move toward growth. We covered the expenses of added courses to the schedule i.e., supplies to offer more science classes. The college needs to continue all efforts (and find new approaches) to retain students currently attending. A suggestion was made that we (DVC) reach out to high school (principals, faculty) who do not recommend attending DVC to their students as a positive option. It was noted that there is an annual high school counselor's conference for that purpose as well as visits to high schools by outreach staff.
Facilities (\$130,919) allocation for the 13-14 Annual Budget Plan – draft recommendation language	After much discussion, wording was edited and changed by consensus.
Final review of the entire 13-14 Annual Budget Plan	Edits were agreed to. A final review will take place at the next Budget Committee meeting, February 28th.
Standard IIID	Rolled over.

**Next meeting will be February 28, 2014
9:00 a.m. – 11:00 a.m.**

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