

Budget Committee Report to Academic Senate

December 3, 2025

Goals of the Committee:

1. Identify and acquire the necessary education to function effectively as committee members.
2. Recommend a timeline for budget development that considers district and state budget deadlines and time for review, response, and changes in the proposed allocations before the final decisions are made.
3. Annually review, modify, and communicate the criteria for making budget decisions for the coming fiscal year.
4. Monitor funding formula terms to devise strategies to maximize funding.
5. Establish articulated processes for reviewing budget requests.
6. Design and implement a mechanism that allows for timely college review, input, and modification to the proposed budget before it is submitted to the Board of Trustees for approval.
7. Review the budget input and development process and documents completed by department chairs and managers to improve processes and forms. Develop a communication plan to keep the college apprised of information that impacts the budget.
8. Meet at least once a month during the fall and spring semesters, with possible meetings during the summer in an emergency. Annually assess the budget development process.
9. Advocate for timely budget projections from the district office.
10. Make a recommendation for a Faculty Representative and Classified Representative for the Districtwide Budget Committee.

Announcements:

- The District-Wide Budget Committee (DWBC) has not met this semester. We have been told that meetings will resume in January or February 2026.
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- DR. King updated the committee on the Administrative Review.
- The Budget Committee reviewed and approved the charge.
- The committee reviewed the Budget forum presentation, and no feedback was given. (Presentation is attached for those who cannot attend the Budget Open Forum)
- Happy Holidays from the Budget Committee.

Upcoming Items:

- Next Budget Committee meeting: Monday, January 26, 2026 4:00 – 5:00 pm. CC218
- Please join us for the Fall Budget Open Forum on December 1, 2025, from 4:00 – 5:00 pm. CC231

Respectfully submitted,

Kailani Henry