

**COLLEGE OF ALAMEDA
BUDGET ADVISORY COMMITTEE**

Minutes for September 11, 2019 at 12pm

Attendance: Diana Bajrami, Pauline Roxas, Eleasha Dela Cruz, John Taylor, Jane McKenna, Chungwai Chun, Anna O’Neal

Absent: Don Miller, Tina Vasconcellos

Guest: Peter Olds

TOPIC	PRESENTER	DISCUSSION	INFO/ACTION
I. Agenda	Diana	<ul style="list-style-type: none"> ▪ Motion to approve agenda ▪ Kawana motioned to approved ▪ Anna second ▪ All in favor 	Approved
II. Approval of Minutes	Diana	<ul style="list-style-type: none"> ▪ Motion to approve of Minutes ▪ Diana motioned first, Jane second ▪ Approved 	Approved
III. Discussion	Diana	<ul style="list-style-type: none"> ▪ Diana requested for note takers. ▪ Anna asked if Chungwai have an assistant to take notes. Chungwai said no ▪ For now, John and Anna will share in taking notes. ▪ Discussion on day and time of Budget meeting. Chungwai said that she normally meets with the President on 2nd Wed of each month at 1pm. ▪ Diana said that we can keep the Budget meeting from 12-1 every 2nd Wed. ▪ Diana requested that Student Services needed consistent representation. 	For now, Anna and John will share in note taking. Diana request that Tina or anyone at Student Services needed to have consistent representation.
IV. Committee Charge	Diana	<ul style="list-style-type: none"> ▪ College Council requested some changes into Committee charge. ▪ Change name of 3SP into SEA (Student Equity ‘Achievement). ▪ Chungwai will bring the changes back to College Council 	Chungwai will bring the changes back to College Council for approval.
V. Resolution on PBC Representation	Diana	<ul style="list-style-type: none"> ▪ Jane asked who is COA’s representative to the District PBC. She said we have received no report from the representative. ▪ There was a resolution from the Budget Committee about having all Business Managers be part of the PBC. Jane had asked if it’s been implemented. ▪ Chungwai said that as far as she knows, not yet. She only attends because she wanted to know what has been going on. ▪ Maybe one of us can talk to PBC Chair to find out if the PBC know about resolution. 	Find out COA’s Representation to PBC Talk to Fred B (PBC Chair) to see if Resolution form COA’s Budget Committee has been brought to the PBC. Request that Mathew Goldstein or Kawanna can bring the resolution to the PBC for approval.

		<ul style="list-style-type: none"> ▪ 	
VI. Discussion on Budget Clarity	Diana	<ul style="list-style-type: none"> ▪ Diana would like to see COA's expenditure so we can see if COA is in deficit. ▪ Chungwai is very concerned that the District take a share of some money and give less to the schools. ▪ John asked who writes the grant. ▪ Jane and Chungwai said that they hire outsiders or give some faculty extra service to write the grants. ▪ Diana is troubled that the school go after grants but have no plans to implement them. Chungwai agreed. She is concern that we sometimes go after grants but once we receive them, have no idea how to follow through with it. 	
VII. Goals	Diana	<ul style="list-style-type: none"> ▪ Need to know more about SEA and request reports on how it is used. ▪ Increase education on budget and maybe offer more workshops for the members and the rest of the College. ▪ Need to know more about grants. ▪ 	Goals Approved
VIII. Next Meeting		<ul style="list-style-type: none"> ▪ Oct 9, 2019 at 12pm ▪ Request if Tina can present SEA money 	