



**GROSSMONT COLLEGE**  
**Budget Committee**  
**Thursday, May 9, 2019**  
**3:00 p.m. – 4:30 p.m.**  
**College Conference Room**  
**AGENDA**

**Purpose** The Budget Committee encourages transparency and constituency understanding of the budget, works to ensure that the budget allocation process is driven by college-wide planning and strategic priorities, and provides recommendations to the College Council on issues related to budget development and management.

In addition, the Budget Committee provides ongoing oversight in relation to budget changes and information at the State and District levels.

CO-CHAIRS	ASSOCIATED STUDENTS OF GROSSMONT COLLEGE	ADVISORY
<input type="checkbox"/> Bill McGreevy	<input type="checkbox"/> Mario Boroquez	<input type="checkbox"/> Mike Reese
<input type="checkbox"/> Judd Curran, Faculty Co-Chair	<input type="checkbox"/> Carlos Espinoza	<input type="checkbox"/> Marsha Gable
	<input type="checkbox"/> Blanca Valdez	

ACADEMIC SENATE	CLASSIFIED SENATE	ADMINISTRATORS' ASSOCIATION
<input type="checkbox"/> Sara Ferguson	<input type="checkbox"/> Bryan Lam	<input type="checkbox"/> Wayne Branker
<input type="checkbox"/> Richard Schaper	<input type="checkbox"/> Michele Martens	<input type="checkbox"/> Michael Copenhaver
	<input type="checkbox"/> Carol Rapolla	<input type="checkbox"/> Genie Montoya

RECORDER
<input type="checkbox"/> Patty Sparks

ROUTINE BUSINESS	
1. Public Comment (5-Minutes)	
2. Welcome and Introductions	
3. Additions/Deletions to Agenda	
4. Approve Meeting Notes & Follow-up	

NEW BUSINESS	
5. Annual Unit Planning (AUP) and Relationship to Budget – Ahrens	
6. Budget 101 –Rapolla - District Budget Calendar - District end-of-year memo - Campus end-of-year memo	
7. Cash Handling - McGreevy	
8. Canvas container for Budget Committee - All	

COMMITTEE REPORTS	
9.	
10.	

DISCUSSION ON PREVIOUS AGENDA ITEMS	
11. Future agenda items	

FOR CONSENSUS	
12.	
13.	

FOLLOW-UP		
Who	Item	Timeline

**14. WORK AHEAD**

- **Announcements**
- **Preparations for future meetings**

**NEXT MEETING: To be discussed.**

### ***Committees are to establish norms***

In order to create valued outcomes, a commitment to participation, dialogue, and the pursuit of value in the form of useful output by all is necessary. It is acknowledged that there are power dynamics in a room. Work must be done to create the equitable and inclusive environment sought for effective and active participation. To do so, council/committee members will establish behavioral norms that include the following meeting rules of engagement, make use of meeting tools, and respect the roles of each member.

#### ***Rules of Engagement***

In participatory government, a high level of collegiality, respect, and civility is expected. Those expectations include the following rules:

- There is no rank in the room when at the committee table. All participants are treated as peers, both between constituencies and within constituencies.
- Speakers will be heard one at a time and without interruption. Participants will allow for moments of silence for thought and other viewpoints. In consideration of hearing all feedback, members should be mindful of how often and how long they speak. Equity in consensus building means including diverse perspectives at all levels of the organization.
- Members will be engaged and contribute, and challenge ideas, not people. All meeting attendees will be respectful/civil in their comments, responses, and body language.
- Members will listen to others, and seek to focus on the merits of what is being said, while making a good faith effort to understand the concerns of others. Council/committee members are encouraged to ask questions of clarification.
- Each person reserves the right to disagree with any proposal and accepts responsibility for offering alternatives that accommodate individual interests and the interests of others.
- All members should be mindful of the language used in discussions, including use of "I" statements instead of "they" attributions to relate anecdotal evidence or experiences. Members are encouraged to use an asset-minded approach that focuses on what works and how something can be done. This is in contrast to a deficit-minded approach that focuses on the negative and why an initiative, idea, or project can't get done.
- All council/committee members will be aware of the purpose and responsibility of their committees. When issues arise in discussion that are not supported by the committee's charge, the chair will identify the proper council, committee, or constituency group leadership for review, and forward the issue for consideration.
- Once consensus is reached after deliberation, council/committee members will support the group's recommendation.