



San Diego Continuing Education
Budget Committee
Minutes

Monday, November 4th, 2019
1:00 p.m. – 2:00 p.m., ECC, Room 121

ATTENDEES/ PROXIES	<i>Committee Members</i>	
	Jacqueline Sabanos, Co-Chair	David Anton
	Olivia Flores, Co-Chair	Lorie Crosby-Howell
	Shirley Pierson	Andrei Lucas
	Kelly Henwood	Denise Munoz
	Leticia Flores	Michelle Gray
	Floreniza Yumul	
	Mark Nesbit II	
	<i>Absent Committee Members</i>	
	John Bromma	Claudia Tornsauer
	Jan Jarrell	Carol Wilkinson
	Maureen Rubalcaba	
	<i>Committee Guests</i>	
	Megan Leppert	

Agenda Item #1: Call to Order:

DISCUSSION	<ul style="list-style-type: none">The meeting was called to order by Jacqueline Sabanos at 1:00 p.m.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none">None	<ul style="list-style-type: none">N/A	<ul style="list-style-type: none">N/A

Agenda Item #2: Approval of October 7 Minutes

DISCUSSION	<ul style="list-style-type: none">Kelly Henwood moved to approve the minutes and Shirley Pierson seconded.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
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• None	• N/A	• N/A
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Agenda Item #3: Governance Handbook Draft for Governance Committee/ Senate Review

DISCUSSION	<ul style="list-style-type: none"> • VPA Sabanos presented the Draft with corrections of the Governance Handbook to committee members. • A few committees were eliminated like the Basic Skills Committee and Classified Hiring Priority Committee. The Marketing Committee has been merged to ARC. • There was a discussion if designee should be added next to the memberships. • It was informed; the Technology Committee would no longer report to the Budget Committee. • Michelle Gray pointed out the draft of the Budget Committee Governance Handbook Sheet did not reflect the changes the BC members approved previously. • All changes approved by the BC will be resubmitted by VPA Sabanos • The Budget Committee members review and approved the changes made to the Budget Committee Governance Sheet
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> • Follow up with Jessica Luedtke regarding adding designee or not next to the membership. • Re-submit changes to the Budget Committee Governance Handbook Sheet to PRIE • The B.C. members approved the changes made on the B.C. Governance Sheet 	<ul style="list-style-type: none"> • VPA Sabanos • VPA Sabanos • B.C. members 	<ul style="list-style-type: none"> • N/A • 11/4/2019

Agenda Item #4: Next Meeting

DISCUSSION	<ul style="list-style-type: none"> • December 2, 2019 at 1 p.m. to 2 p.m. in room 106
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none"> • None 	<ul style="list-style-type: none"> • N/A 	<ul style="list-style-type: none"> • N/A

Agenda Item #5: Adjournment

DISCUSSION	<ul style="list-style-type: none">The meeting was adjourned by Jacqueline Sabanos at 1:44 p.m.
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ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
<ul style="list-style-type: none">None	<ul style="list-style-type: none">N/A	<ul style="list-style-type: none">N/A

Submitted by Patricia Lopez, Sr. Secretary, VP, Administrative Services

Approved on: _____