College of Alameda

**Budget Committee**

**Meeting AGENDA**

**Date and Time: 11/14/2018
Meeting Time: 12 pm – 1:30 pm**

**Meeting Location: A149**

* Budget Committee Chairs: Administration – MaryBeth Benvenutti; Faculty – Diana Bajrami; Classified Staff – Anna O’Neal
* Recorder – Anna O’Neal

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| **Topic** | **Facilitator** | **Action** | **Materials** |
| Purpose of Meeting: Monthly Meeting of the College Budget Committee |
|  Call to Order | MaryBeth | Call to Order |  |
| Approval of Agenda | Bajrami | Approve/Post | Agenda |
| Approval of Minutes | O’Neal |  | Printed Draft Minutes |
| Budget Training | MaryBeth | Increase Awareness | Power Point Presentation |
| Budget Allocation Timeline (Program Reviews/APU budget requests/ prioritization -Instructional Equipment Fund) | Don Miller | Discussion/Recommendation/Feedback |  |
| Instructional Materials Expenditures (Lottery Fund) Revisited | Bajrami | Discussion/Recommendation | Handouts |
| Fund 1 Overview (Budget Report/Projections) | Mary Beth | Awareness | Handouts |
| Grant Budget Overview | MaryBeth | On Going Training | Handouts |
| Adjournment | O’Neal |  |  |

Committee Membership:
Administration – MB Benvenutti, Don Miller, Tina Vasconcellos
Classified Staff – Kawanna Rollins, Anna O’Neal, Minerva Perez
Faculty – Diana Bajrami, John Taylor, Jane McKenna
Student – Charlene Roxas