

**Student Services Planning and Budget Meeting Notes**  
**Wednesday, October 1, 2008**  
**Administration Conf. Rm. 106**

**Attending:** Carrao, DASB, Glapion, Griffin, Irvin, Kawazoe, Marquez, Moberg, Sellitti, Winters

Item	Discussion/Comments	Outcome
De Anza Budget Status	Handout of state budget. There is still concern that there might be mid year reductions. Handout Draft of Tentative District Budget for 08-09 (Scenario) as of 5/21/08 and list of funds swept except for "B", which will be held for the potential debit in 09-10.	
Distribution of 20% "B" budget augmentation	This year's "B" augmentation (\$60,000 for the college) went to VPs. Griffin requested all areas to identify and submit their needs (Counseling and A&R identified as having large needs) for review at the next meeting.  Strategic Initiative distribution may change, based on need.	
Program Review	PR will become a reality particularly if there are mid year reductions. To identify needs – include why they have less this year than last, how enrollment affects them, what was spend last year, strategic initiative and how the funds are to be used, prioritize needs.	
Shared Governance Actions 08-09	Discussion included that it is important to have a joint meeting with BPTs to discuss planning re reductions in classes for Winter to reduce the number of students over the cap. Finance and College Services may be the most important to include. Also discuss how other funds i.e. Title III could be included in funding.  C: Espinosa-Pieb, Hawk, Murphy	