1. Election of new officers:
   Lupe Jara  Chair
   Gary Prostak  Vice Chair
   Maria Bates  Recorder

2. Tech. Committee needs its proposal approved by A.P.

3. In the past, A/P Committee has received proposals for baseline expenditures; proposals for basic expenditures should not go through the process of approval by the A/P committee.
   To avoid this situation, we need to help establish a baseline funding per unit.
   - A.P chair, I.A chair and resource people will join forces to generate a form/questionnaire about baseline expenditures.
   - Ideally, each department/unit could complete this form by the end of the Fall 2003.
   - To initiate this process, Leslie will informally introduce the topic at the College Council meeting on 9/8. A formal recommendation will ensue once we get on the Council’s agenda.

4. For future reference:
   - Bill mentioned that the primary objective of the Budget Committee is to get all baseline expenditures covered by Program 100. At the present, we are funding baseline expenses with PFE funding.
   - We will not pool supply resources so that we can identify a baseline budget per unit.

5. Since there are new members on committees and we want to avoid duplication of responsibilities, there is a need to re-examine committee charters. Leslie will mention this need to College Council on 9/8.

6. For our next meeting, please review A.P committee’s proposal forms and criteria in order to make recommendations for changes.

NEXT MEETING: OCTOBER, 15th-1:00 in CMPC 4. See you then!