

San Mateo College - Finance Committee

November 13, 2024, 2:00-3:00 pm

Building 10 - 421

AGENDA

1. Review minutes from October 23, 2024 meeting (*All*)
2. Discuss [Purpose and Functions](#) of Finance Committee (*Gerardo and all*)
3. Key Updates from October-November 2024 (*Gerardo*)
4. Discuss Future Agenda Items (*All*)
5. Next Finance Committee [Meeting](#)
No December meeting
January 22, 2024, 2:00-3:00 pm, B18-206)

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Finance Committee

Purpose	The purpose of the Finance Committee is to ensure that the College maintains fiscal stability and that financial resources are allocated in accordance with the College's Mission, Vision, Strategic Priorities, Educational Master Plan goals, Program Review, and other plans. The Finance Committee recognizes its stewardship role with respect to financial resources and is committed to maintaining the fiscal health of the College. Also, the Finance Committee is committed to fiscal transparency; the committee is responsible for providing accurate, timely and accessible financial information to College stakeholders.
Functions	<ul style="list-style-type: none"> ▪ Developing long-term and short-term financial plans that are aligned with the College's strategic priorities, educational master plan goals, program review and other plans. ▪ Monitoring the overall fiscal condition of the College on a periodic basis and recommending corrective actions if necessary. ▪ Ensuring that long-term and short-term financial plans are integrated with college planning processes. ▪ Establishing regular communications with College stakeholders regarding College financial matters. ▪ Assessing the effectiveness of the Finance Committee on an annual basis and implementing recommended changes to committee processes and procedures.
Recommends to	IPC
Chair Selection	Committee election among members
Membership	<ul style="list-style-type: none"> ▪ 1 at-large member from IPC ▪ 2 faculty members, 1 at-large selected by the Academic Senate, and 1 Executive Committee Member selected by the Academic Senate ▪ 2 classified staff member selected by Classified Senate (approved by CSEA) ▪ 1 student selected by the Associated Students ▪ 1 administrator selected by Management Council ▪ Vice President of Administrative Services ▪ Ex-Officio: College President, College Business Officer
Term Limits	2 years staggered
Staff	Administrative Assistant to Vice President of Administrative Services
Quorum	Same as IPC
Brown Act	Same as IPC
Type of Decision Making	Consensus
Accreditation Standards/Institutional Priorities	Standards I, III, and IV