

## College of San Mateo – Finance Committee

June 17, 2025 10am-11am

Building 18 Room 206

### Attendees

Name	Representation/Position	In Attendance
Gerardo Ramirez	Vice President of Administrative Services/Chair	Y
David Crafts	Dean of Enrollment and Student Support/ At-Large Member of IPC	Y
Dianne Fernandez	Detail Buyer, General Services/Classified Staff Member selected by Classified Senate (approved by CSEA)	N
<i>Vacant</i>	<i>Officer selected by Academic Senate</i>	
<i>Vacant</i>	<i>Student Representative</i>	
David Lau	Interim Dean of Language Arts/At-Large Administrator selected by Management Council	N
Kohya Lu	Ombudsperson/At-Large Member of Management Council	Y

### Support Staff/Ex Officio

Name	Representation/Position	In Attendance
Kim Lantz	Executive Assistant, V.P. of Administrative Services Office	Y
Victoria Lin	Chief Business Officer	Y

Action Items	Lead Responsible	Due Date
<ul style="list-style-type: none"><li>Send out a recruitment call to Academic and Classified Senates to replace Dianne Fernandez</li></ul>	<ul style="list-style-type: none"><li>Gerardo Ramirez</li></ul>	<ul style="list-style-type: none"><li>8/1/2025</li></ul>
<ul style="list-style-type: none"><li>Confirm who will replace Stephen, and find new student from ASCSM</li></ul>	<ul style="list-style-type: none"><li>Kim Lantz</li></ul>	<ul style="list-style-type: none"><li>7/15/2025</li></ul>

## **Minutes**

Kim Lantz will update the date on the minutes title page from the previous meeting. The Committee approves minutes given this correction.

The Committee seeks to recruit new members to increase attendance. In particular the Committee needs more classified and faculty representation because there are many manager positions represented. The Committee agrees to cast a broad call to get many different perspectives, and seeks ways to increase retention—perhaps having a new member orientation conversation about retention and making a verbal contract to make them aware of the commitment.

Gerardo will provide criteria for student housing for next Committee meeting.

## **Budget Presentation**

FY25 expenses exceed budget by \$3.6M as predicted. CSM came up with \$500k less than projected for FY25 adopted budget (\$57M vs projected \$63.9M).

Gerardo reviews the budget for Fiscal Year 2025-2026.

- \$60M is adopted FY26 budget.
- Over all, the College was able to reduce expenses by \$700K-\$800K from where we had predicted at beginning of FY25—our efforts have been successful, but our deficit still exists and is increasing.
- In Spring 2025, Administrative Services team went line-by-line through budget to find areas to decrease expenses, and this was successful. Reductions will have to continue in FY26.
  - How to do this—overtime hours may need to be cut back in position control.
  - Stricter class size adherence (15 student minimum per section) to keep fewer sections with higher student count.
- Fall 2025 already has fewer class sections, and predicted savings of \$1M per semester on instruction is predicted for FY26.

## **Transportation**

IPC Transportation Subcommittee has met twice in June so far to discuss Shuttle and Lyft services.

FY26 projected to spend over \$1M on transportation alone, but COVID Block funding is running out rapidly and will not last through Summer 2025. If we find Fund 1 money, that would increase our deficit. The Lyft program cannot be covered using Fund 1 due to gift of public fund regulations.

This Subcommittee of IPC is looking at ways to make the Shuttle more efficient and have wider coverage area to lessen the impact on students of cutting Lyft. The Subcommittee also looking at demographics of students using Lyft to see what barriers we can address.

3 subgroups for the Subcommittee—funding, routes, and criteria. To try to find solution to serve as many students in need while staying in budget. We are also looking at grants and funding that the College already has (HSI grants, Promise, EOPS, SparkPoint).

The Committee agrees to hold committee meetings in summer. The next meeting is scheduled for July 15, 2025.