

College of San Mateo – Finance Committee

December 12, 2025 11am-12pm

Building 18 Room 206

Official Members

Name	Representation/Position	In Attendance
Gerardo Ramirez	Vice President of Administrative Services, Committee Chair	Y
David Crafts	Dean of Enrollment and Student Support, At- Large Member of IPC	N
<i>Vacant</i>	<i>Executive Committee Member selected by Academic Senate</i>	<i>Vacant</i>
<i>Vacant</i>	<i>Classified Staff Member selected by Classified Senate (approved by CSEA)</i>	<i>Vacant</i>
<i>Vacant</i>	<i>Classified Staff Member selected by Classified Senate (approved by CSEA)</i>	<i>Vacant</i>
Makiko Ueda	Psychologist, At-Large Faculty Member selected by Academic Senate	N
Moe Thanzin Cho	Student selected by ASCSM	N
Kohya Lu	Ombudsperson, At-Large Member of Management Council	Y

Non-Member Attendees

Name	Representation/Position	In Attendance
Kim Lantz	Executive Assistant, V.P. of Administrative Services Office	Y
Victoria Lin	Chief Business Officer, Ex-Officio	Y
Steven Lehigh	At-Large Member of Academic Senate	N
Daniel Keller	President, Academic Senate	Y

Guests

Name	Representation/Position
Peter Fitzsimmons	Chief Financial Officer, SMCCD

Action Items

Action Items	Lead Responsible	Due Date
<ul style="list-style-type: none">Email Committee to verify attendance at January meeting	<ul style="list-style-type: none">Kim	<ul style="list-style-type: none">1/22/26
<ul style="list-style-type: none">Move January meeting	<ul style="list-style-type: none">Kim	<ul style="list-style-type: none">1/15/26
<ul style="list-style-type: none">Schedule date for ASCSM	<ul style="list-style-type: none">Gerardo	<ul style="list-style-type: none">1/23/26
<ul style="list-style-type: none">Sign up to attend one or more campus senate (ASCSM, Academic, Classified)	<ul style="list-style-type: none">All	<ul style="list-style-type: none">2/2/26
<ul style="list-style-type: none">Reach out to Classified and Academic Senates for another membership call	<ul style="list-style-type: none">Kim	<ul style="list-style-type: none">1/23/26
<ul style="list-style-type: none">Invite Peter Fitzsimmons back for our February meeting, to discuss the District role and abilities in the budget deficit.	<ul style="list-style-type: none">Kim	<ul style="list-style-type: none">1/23/26

Minutes

The Committee cannot approve November meeting minutes due to lack of quorum. The Committee notes that low attendance and delayed member approvals results in low numbers at meetings. Another call will be sent out to Academic and Classified Senates to fill the vacant positions: two Classified Staff Members selected by Classified Senate (approved by CSEA), and one Executive Committee Member selected by Academic Senate.

College-Wide Budget Forum Debrief

The Committee discusses the College-Wide Budget Forum from December 4. Gerardo Ramirez appreciated the feedback and engagement during the event. Gerardo has heard concerns from employees about where operations money comes from when we are in a deficit. The president will address this at a future forum.

Many people stayed overtime at the December forum.

Kohya Lu notes that morale needs to be addressed.

Forum attendees chatting about how the space was quite white-dominated, and that a few individuals dominated during the question-and-answer portion, and some persons of color who were present at the forum felt that they were not able to be heard. Some anonymity could help more diverse voices be heard, perhaps individuals could submit questions and comments

anonymously before the forum. The “us vs them” sentiment was noticeable, and that a lot of departments feel that faculty and staff aren’t aligned.

Gerardo states that the aim of this forum was to create a sense that administration is working on solutions and being open about progress or lack thereof, and that the president and vice presidents do note that perception can be affected by the format of the forums (i.e., layout of the room, presentation style). Daniel Keller suggests that Robert’s rules of order could be helpful--such as rule that everyone speaks before anyone speaks a second time--to allow for a variety of voices and no one person dominating the conversations. The Committee discusses having the forums in separate rooms for smaller groups to talk about specific areas, like instruction, classified staff, student affairs, etc.

Gerardo seeks feedback on the format of the budget forums. In-person-only could work if there is a follow-up on Zoom within a week or two; however, there is concern that any meeting that is only in-person excludes many people since Zoom is a very normalized format.

The Committee will aim to compile feedback from last forum, and focus on long-term morale solutions regarding the budget situation.

Committee Meeting Schedule Changes

Kim will send an email to the Committee to confirm new January date to find suitable time for all essential members to attend, and will send an invite out to the Committee for a springtime presentation to ASCSM.

The Committee ran out of time for the scheduled presentation. Peter Fitzsimmons will be invited back to speak with the Committee at a later date.

Presentations & Documents