Budget and Finance Committee
Meeting Summary for
Tuesday, March 31, 2009
3:30 p.m., N-5

1. **Call to Order**
The Chairman–CFAO Roger Madriaga called the meeting to order at 3:45 p.m.

2. **Roll Call** (sign up sheet was circulated)
   - **Present**: Roger Madriaga, Dr. Carmen Fernandez, Ivan Mereb, Dr. Debra Cabrera*, Adrian Atalig, William Castro, Frankie Eliptico, Frank Sololewski, Manny Castro, Mark Haag, Cynthia DL Guerero, Janice Tenorio*
   - **Absent**: Elena Hofschneider, Maria Aguon, Martin Mendiola, Leo Pangelinan, Felicitas Abraham*
   - **Others Present**: Karla Marcham

3. **Review and Adoption of Agenda**
   - **Motion**: To adopt the agenda
   - **Entered by**: Dr. Carmen Fernandez
   - **Seconded by**: Adrian Atalig
   - **Approved**: Unanimously

4. **Review and Adoption of Meeting Summary**
   - a. None presented

5. **Announcements**
   - a. None presented

6. **Old Business**
   - a.

7. **New Business**
   - a. Purchase of Power CAMPUS Applications
     - i. Self-Service
     - ii. Portal
     - iii. Advancement

   The Chairman handed the floor to President Fernandez to brief the members of the need to purchase the three additional modules for Power CAMPUS (see handout). She explained the advantages these modules would have with the program review process. She suggested advancing the amount since it would be reimbursed.
Discussion went into ARRA State Fiscal Stabilization Fund and how the papers reported that 82% of the funds were allocated to PSS, roughly $33 mil. The President stated that $1.2 mil has been allocated to NMC and that she will still ask the governor to identify ½ mil for the US Apprenticeship Program.

Adrian entered a motion to approve the request based on the guaranteed amount approved for NMC. He agrees that we need the modules and that it is an important priority to get the system running.

**Motion:** To approve the purchase of each module at the following costs:

<table>
<thead>
<tr>
<th>Module</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Self Service</td>
<td>$38,400</td>
</tr>
<tr>
<td>Portal</td>
<td>$53,400</td>
</tr>
<tr>
<td>Advancement</td>
<td>$36,600</td>
</tr>
<tr>
<td><strong>Total Cost</strong></td>
<td><strong>$128,400</strong></td>
</tr>
</tbody>
</table>

**Entered by:** Adrian Atalig  
**Seconded by:** Manny Castro  
**Approved:** Unanimously

Mr. Frank Sobolewski stated that purchases of $25K and above have to get the Board’s approval. The President responded that the Chairman signs for purchases at this amount or greater. Frank referred the members to BOR Policy 1001, which states that the Board should act together as one body to approve such requests, not individually; a decision can’t be made by just one. It was suggested that he was probably misinterpreting the policy. However, he stated that he was not misinterpreting it but rather just reading it as it’s written, unless there were changes after the ’03 version.

Mr. Mark Haag asked about the annual fees and the service costs indicated on the handout and was answered by Adrian that they were one-time annual fees, which now had to be accounted for yearly.

8. **Miscellaneous**
   a.
   b.

9. **Plan for Next Meeting**
   Date:  
   Time:  
   Venue:

10. **Adjournment**
    **Motion:** To adjourn the meeting @ 4:15  
    **Entered by:** Mark Haag  
    **Seconded by:** Dr. Carmen Fernandez  
    **Approved:** Unanimously