



**I. Welcome & Introductions**

*Steven J. Sutorus, Executive Director of Business & Fiscal, brought the meeting to order shortly after 2:00 p.m.*

**II. Approval of Minutes**

**A. Confirm a Quorum**

*Quorum was not confirmed.*

**B. 01/16/2025**

*Minutes tabled until next meeting due to not meeting quorum.*

**III. Current Topics**

**A. 2025-26 District Support Operations (DSO) Unrestricted General Fund Budget**

*Jorge Andrade, Director of Fiscal Services, shared details of the 2025-26 District Support Operations (DSO) Unrestricted General Fund Budget. Jorge gave an overview of the budget process and explained the current budget amounts vs last year's numbers. Discussion took place with questions and comments addressed.*

**IV. Next Meeting Date & Adjournment**

*The meeting adjourned at 2:45 p.m. The next meeting is scheduled for Thursday, March 20 at 2:00 p.m.*



**QUORUM:** Definition of Quorum is established by Chancellor's Council. Committees cannot vote or make decisions unless they have met quorum, but in order to encourage participation, committee members can provide a designee or a proxy if they are not able to attend.

yes	1) 50% + one of appointed voting members (not 50% of members plus vacancies).			
no	2) One faculty member from each campus			
yes	3) Two persons from each site (CHC, SBVC, DSO)			
yes	4) Three of four constituent groups represented (faculty, classified, student, management)			
1	Executive Vice Chancellor, Chair	Jose Torres	1	
2	Management, CHC (appointed by college president	Kevin Horan	1	
3	Management, SBVC (appointed by college president	Gil Contreras	1	present
4	VP, Admin Services, CHC	Mike Strong	1	present
5	VP, Admin Services, SBVC	Keith Bacon	1	
6	Director of Fiscal Services	Jorge Andrade	1	present
7	Executive Director, Business & Fiscal	Steve Sutorus	1	present
8	Chief Technology Officer	Luke Bixler	1	present
9	Faculty, CHC (1 of 2) (appointed by Academic Senate President)	Meridyth McLaren	1	
10	Faculty, CHC (2 of 2) (appointed by Academic Senate President)	Kenneth George	1	
11	Faculty, SBVC (1 of 2) (appointed by Academic Senate President)	Andrea Hecht	1	present
12	Faculty, SBVC (2 of 2) (appointed by Academic Senate President)	Anthony Castro	1	present
13	Classified, CHC (appointed by Classified Senate President)	Karen Peterson	1	present
14	Classified, SBVC (appointed by Classified Senate President)	Jonathan Flaa	1	present
15	ASG President or designee, CHC	Vacant	0	
16	ASG President or designee, SBVC	Nelva Ruiz-Martinez   Dyami Ruiz-Martinez	1	
17	Black Faculty & Staff Association	Patrice Hollis	1	present
18	Latino Faculty, Staff, & Administrators Association	Aida Gil	1	
19	CTA (appointed by CTA)	Nick Reichert	1	present
20	CSEA Treasurer (appointed by CSEA)	Yendis Battle	1	present



21	Classified, DSO (appointed by CSEA)	Ernest Guillen	1	<i>present</i>
22	Management Association	Stephanie Lewis	1	<i>present</i>
23	Confidential Group	Cyndie St. Jean	1	<i>present</i>
24	Police Officer's Association	Aaron Tang	1	
25	Asian Pacific Islanders Association	Bethany Tasaka	1	

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Guests:

Shari Blackwell