

# College of San Mateo – Finance Committee

**September 12, 2025 11am-12pm**

**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
Makiko Ueda	Academic Senate Treasurer	N
Moe Thanzin Cho	ASCSM Student Representative	Y
Kohya Lu	Ombudsperson, At-Large Member of Management Council	Y
Steven Lehigh	At-Large Member of Academic Senate	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	N

Action Items	Lead Responsible	Due Date
<ul style="list-style-type: none"> <li>• Recruit new members for the Committee</li> </ul>	<ul style="list-style-type: none"> <li>• All</li> </ul>	<ul style="list-style-type: none"> <li>• 10/24/25</li> </ul>
<ul style="list-style-type: none"> <li>• Reach out to specific membership areas needed (such as Classified/CSEA approved)</li> </ul>	<ul style="list-style-type: none"> <li>• Kim Lantz</li> </ul>	<ul style="list-style-type: none"> <li>• 10/24/25</li> </ul>
<ul style="list-style-type: none"> <li>• Add link of video recording of December 2024 meeting</li> </ul>	<ul style="list-style-type: none"> <li>• Kim Lantz</li> </ul>	<ul style="list-style-type: none"> <li>• 10/24/25</li> </ul>
<ul style="list-style-type: none"> <li>• Brainstorm ideas to bring forth to the next College-Wide Budget Forum</li> </ul>	<ul style="list-style-type: none"> <li>• All</li> </ul>	<ul style="list-style-type: none"> <li>• 10/24/25</li> </ul>
<ul style="list-style-type: none"> <li>• Connect with Counseling to gain information about “Leading from the Middle” data and reporting process.</li> </ul>	<ul style="list-style-type: none"> <li>• David Crafts</li> </ul>	<ul style="list-style-type: none"> <li>• 11/11/25</li> </ul>

## **Minutes**

Introduction of new members, Steven Lehigh, Moe Thanzin Cho, and Makiko Ueda. David Crafts says that they might have some individuals in mind to recruit for the Committee. The Committee will continue to look for new membership to avoid last-minute meeting cancellations due to not reaching a quorum.

The Committee reviews its Purpose & Functions:

- The Committee recommends to IPC
- Committee has representation across campus
- Core goal is to maintain financial stability and to keep college consistent with institutional priorities and the Educational Master Plan
- Does not make decisions, but rather analyzes and recommends courses of action
- The Committee brings recommendations to IPC, where they are discussed and then may be recommended to the President and Cabinet.

At the next College-Wide Budget Forum, Gerardo would like the Committee to brainstorm and bring forth ideas and recommendations to IPC about budget priorities. The Committee considers the cost and benefits of the Free College initiative—elimination could save money, but it could tank enrollment growth, and the initiative is a priority of the Board of Trustees.

## **Budget & Transportation**

The FY24 and FY25 budgets were overspent; savings were used. In FY26, new budget recovery strategies have been introduced. The transportation program was revised: Lyft discontinued; Shuttle expanded. Transportation is now funded by general funds; grant funding ended, and the College is seeking new funding sources for transportation program use.

## **Strategic Planning**

Budget priorities discussed (e.g., housing vs transportation). The cost comparison between Lyft and Shuttle are reviewed. The Committee will contribute ideas for future budget forums. Budget recommendations to IPC requested.

## **Resource Allocation**

The Committee will explore long-term transportation solutions, and will look to evaluation of program cost-effectiveness and student impact to focus on equity and ROI in resource allocation. For example, Nursing and Fire Tech are very resource intensive and are very successful programs. There may be other programs that are very resource intensive but don't offer the same level of success for students, so the College should continue looking at ROI while keeping an equity lens to make informed decisions. To get a data-guided point of view,

David Crafts recommends that the Committee reach out to Krystal Duncan in Counseling to review data from the “Leading from the Middle” report.

**Topics for Future Meetings:**

- Transportation strategy.
- Resource allocation model overview.
- District priorities and fund allocation.
- Spring 2026 schedule and enrollment impact.
- Review of student engagement data from “Leading from the Middle” project.

**Presentations & Documents**