Persons in attendance:
Marie Marianetti       Haiping Cheng       Vincent Clark       Nelson Ortiz
Gustavo Lopez          Carmen Saen-de-Casas   Lourdes Perez       Genesis Moran
Norma Phillips         Helene Silverman       Bethania Ortega     Madelyn Gil
                                     Geovanny Arredondo

The meeting was called to order at 3:40 pm by Chair Haiping Cheng in room S-336.

Minutes for the Oct. 3, 2012 meeting was approved.

The draft of the first quarter Lehman financial report was presented and discussed by VP Clark with the following highlights
- Energy consumption was on track for the budget
- OTPS was increased slight
- Hiring continued

-Projected revenue overcollection down $1M, delaying the filling of 41 non-teaching lines was one main approach to fill the funding gap
- Current projected yearend balance was $0.2 M, below required $1M.

Other issues discussed,
- Revenue sharing for summer and winter classes.
- Hiring assistant professor vs. lecturer
- Network printers vs. stand alone printers

The committee adjourned at 4:30 PM