CERRITOS COLLEGE
COLLEGE COMMITTEE ON PLANNING AND BUDGET
MEETING MINUTES
JULY 16, 2009

Present: Dr. Jim Albanese  Dr. Chris Myers
Dr. Marilyn Brock  Jack Swanson (Quaas-Berryman)
ML Bettino  Dr. Bryan Reece
Dr. Renee DeLong Chomiak  Wes Nance
Lee Krichmar  Alva Acosta (Laughon)
Lola Rizkallah (Nolan)  Schellary Thomas
Dr. Dan Smith

Absent: Dr. Stephen Johnson  Jeanine Prindle
Mark Fronke  Anita Rios
Dr. Solomon Namala  David Ward

Guests:

1. **CALL TO ORDER**
Dr. Albanese called the meeting to order at 2:00 p.m.

2. **APPROVAL OF MINUTES** - June 25, 2009
It was moved by Dr. Reece to approve the minutes of June 25, 2009. Dr. DeLong Chomiak seconded the motion. The minutes were approved as presented.

3. **BUDGET UPDATE**
Dr. Albanese reported the following Budget Update:
- There is still no State budget;
- IOU’s continue;
- Anticipated student registration fees going up to $26.00; *(not approved at State yet)*
- The College still has a 10%-13% budget problem - $10 million dollar reduction going into the 2009/10 budget year;
- Good news: Cerritos College received our deferral of $11 million dollars. The College will begin this fiscal year with working capital intact;
- Bad news: College may not receive the next apportionment on time.

Dr. Albanese noted that the College still must be prudent with their spending and cash. As more budget information is gained, he will share with the committee.
4. DISCUSSION OF ACCREDITATION COMMISSION LETTER
Mr. Farmer reported that the Accreditation warning the College received has been removed. The Commission noted that a portion of Recommendation 3 has yet to be completed. Therefore, when the Commission returns next year the College should demonstrate that we have completed Recommendation 3.

5. EDUCATIONAL MASTER PLAN REVISION
Dr. Myers presented the Educational Master Plan Revision Process. This presentation provided the reasons for updating the Educational Master Plan; the Task Force Membership; Task Force Responsibilities; Procedures and Timeline; and Content Areas.

6. STRATEGIC PLAN
After Dr. Myers review of the Educational Master Plan Revision Process presentation a discussion took place regarding integrating the strategic plan and the Educational Master Plan. Dr. Albanese noted that he felt it was important that the strategic plan be updated prior to unit planning. After discussion Mr. Farmer suggested that the Educational Master Plan Task Force develop strategic directions and bring forward a draft of the strategic directions to the next scheduled Planning and Budget Committee meeting of August 20, 2009. The committee had no objections to this suggestion.

7. BUDGET DEVELOPMENT 2009/ 10 & 2010/ 11 BUDGETS
Dr. Albanese reported that the College does have a budget, what will happen is that revisions will be made to the budget based on decisions from the State. The Proposed Adopted Budget is expected to go to the Board for approval in September. He added that this date could change, based on information from the Chancellor’s Office.

Dr. Reece stated that he provided to the full-time and part-time faculty a summary of the Planning and Budget recommendations. He noted he received very few comments back and there was a surprising lack of controversy. He urged the committee to keep open communication regarding the recommended budget strategy through this shared governance committee and the campus community.

Dr. Albanese indicated that communication was received from the faculty bargaining unit concerning summer school 2010 and it is recognized that this is a calendar issue and many things surround that. The College is trying to manage all issues with all parties and it is a very delicate balancing act. The calendar has to be negotiated, sections within a summer session can be handled collaboratively within a shared decisions making process.

8. BUDGET DEVELOPMENT INTERESTS & OPTIONS
Dr. Albanese reported that some budget saving measures were currently being taken, i.e. elimination of bottled water/coffee service, and reduction in conference and travel, etc. A list will be put together and be brought back at a future meeting to show the committee where further budget cuts were taken. He also noted that if there were any additions or deletions to the budget development interests and options, please let him know.
9. **ITEMS FROM THE FLOOR**
ML Bettino reported that at the recent Curriculum Institute the State Academic Senate members of the Chancellor’s Systems Office admitted mistakes in coding that has negatively affected the ARC data over the past couple of years. They are going to include 11 new attributes in the coding for basic skills courses. This is expected to show improvement in our ARC data because it will be more accurate.

Mr. Farmer publicly acknowledged Lee Krichmar for her assistance with a problem. She temporarily assigned one of her programmers to directly assist the Research Office with the data warehouse and their other priority projects.

10. **NEXT MEETING - AUGUST 20, 2009**
The next meeting is scheduled for August 20, 2009.

11. **ADJOURNMENT**
The meeting was adjourned at 3:35 p.m.