1. CALL TO ORDER
Dr. Albanese called the meeting to order at 2:00 p.m. Dr. Albanese welcomed the new Acting Faculty Senate President Debra Moore.

2. APPROVAL OF MINUTES - July 16, 2009
It was moved by Dr. DeLong Chomiak to approve the minutes of July 16, 2009. Dr. Smith seconded the motion. The minutes were approved as presented.

3. BUDGET UPDATE
Dr. Albanese presented a PowerPoint presentation of the 2009/10 Chancellor’s Office Budget Workshop for the latest State budget information. The highlights include:

- Although the College will likely make target for this year in the general fund, next year (2011/12) will also be a challenge. The budget problems could last four to five years, at least.
- Information on the reductions in categorical funding is still lacking specifics. What is known is that the reductions will be severe.
- Cerritos College’s target FTES for 2009/10 is 16,700. This number reflects a reduction from 17,323.
- The College still has cash flow issues.

Dr. Albanese also briefly reviewed the handout of the 2008/09 actual year end and 2009/10 proposed adopted budget. He noted that this handout would be going to the
Board of Trustees at the September 2\textsuperscript{nd} meeting and that the Cerritos College budget would be adopted based on those numbers.

Questions from the committee:

Mark Fronke requested specific information as to where exactly the budget savings are coming from. Are they from faculty salaries? Classified salaries? Overhead items? Dr. Albanese replied that Fiscal Services is preparing status reports that will show the committee payroll expenditure comparables from last year to this year (August/September). Mark Fronke added that any cuts should be equal with all groups and that the bargaining tables need to meet now regarding this issue.

4. **EDUCATION MASTER PLAN PRESENTATION OF MAJOR GOALS**
   Dr. Myers previewed the Educational Master Plan Task Force recommendations of planning priorities for guidance in developing the 2010/11 unit planning process. They are:
   - Promote student success college-wide.
   - Preserve programs and services to students, staff and community.
   - Enhance effectiveness and efficiency through resource management.

   The committee reviewed and had the following comments:
   - It was noted that any priority that staff identifies as a priority would have to identify with one of the above goals.
   - It was suggested that the above goals be made public to campus community and also be a part of the drop down menu on planning plus.
   - While it was explained that the above goals were developed so that the College could begin the 2010/2011 unit planning, these goals could be incorporated into future plans.

   In closing the discussion it was decided that Dr. Myers would share and allow the campus community to provide any input into the above goals. Based on campus input, these goals, or any others, will be brought back to the September 3\textsuperscript{rd} Planning and Budget meeting for approval.

5. **STRATEGIC PLAN**
   Dr. Albanese noted that the Planning and Budget meetings in September will focus on Strategic Planning.

6. **BUDGET DEVELOPMENT 2009/ 10 & 2010/ 11**
   Dr. Albanese reported that the College is on target with the recommended budget saving items. He briefly went over the other cost saving measures/efficiency measures that the College has done. They include: 1) eliminated water and coffee services that were purchased from general the fund ($20,000 savings); 2) Student credits that the College was carrying beyond the one year policy required has been eliminated; 3) Seven day pay or drop is being enforced; 4) Bookstore has stopped accepting personal checks; 5) Classified staff are no longer being paid for overtime. They are receiving “comp” time instead; 6) Financial Aid debit cards are available to
students; 7) A reduced number of both the schedule of classes and the catalog were ordered. Both of these items are available on the web. He also recommended that the student fees task force group meet to review and see if there are areas that fees can be adjusted. Dr. Albanese stated that the College is not only looking at cost saving measures, but also efficiencies.

Dr. DeLong Chomiak added that while General Funds are being cut, categorical funds are being cut even more. Matriculation seems to be hit among the hardest of the categorical funds, which impact the College’s ability to have enough staff to serve the long lines of students we are enrolling currently for fall 2009.

Dr. Namala requested clarification of the line item “other outgo” from the expenditures column of the handout “2008-09 Actual Year End and 2009-10 Proposed Adopted Budget.” He noted that in expenditures “other outgo” shows $7,962 in the 2008-09 Adopted Budget, then it reflects over $7 million dollars in the revised budget and questioned the discrepancy. Ms. Rizkallah explained the layout of the handout and indicated that it is an accounting function where the College moves reserves (designated and/or undesignated) to other funds using “other outgo.”

7. **ITEMS FROM THE FLOOR**
   No items were presented.

8. **NEXT MEETING - SEPTEMBER 3, 2009**
   The next meeting is scheduled for September 3, 2009.

9. **ADJOURNMENT**
   The meeting was adjourned at 3:13 p.m.