CERRITOS COLLEGE
COLLEGE COMMITTEE ON PLANNING AND BUDGET
MEETING MINUTES
NOVEMBER 5, 2009

Present:  Dr. Jim Albanese  Mark Fronke
          Bill Farmer  Dr. Solomon Namala
          Dr. Stephen Johnson  Jeanine Prindle
          Lola Rizkallah (Chomiak)  Dr. Nick Real
          Lee Krichmar  Lynn Laughon
          Jenine Nolan  Schellary Thomas
          Dr. Dan Smith  David Ward
          Dr. Chris Myers
          Francie Quaas-Berryman
          Debra Moore

Absent:  Wes Nance  Isaac Adako

Guests:

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

2. APPROVAL OF MINUTES - October 1, 2009
The minutes were approved as presented.

3. DRAFT RECOMMENDATIONS OF INSTITUTIONAL PLAN
Dr. Myers recognized the diligent work of the Educational Master Plan Task Force Committee. The task force examined many documents in terms of putting together the proposed strategic directions and college goals. They examined the following:

- The current College strategic goals;
- The area, division and department plans, and college-wide goals;
- Goals associated with resource priorities that have been established;
- The Educational Master Plan survey results;
- The accountability requirements, specifically the accreditation standards and the accountability reporting for the community colleges.

The handout prepared by the task force proposes seven strategic directions which are overarching goals and then 18 College goals that are more specific. Dr. Myers then reviewed the Proposed 2010-16 Strategic Directions and College Goals.

Comments/Suggestions from the committee:

Mr. Fronke stated that goals typically are specific and measurable; these draft goals seem vague and unmeasurable. Dr. Myers agreed that the goals should be
measurable. This draft of proposed strategic directions and college goals is just a “skeleton”, but will be more specific as objectives are identified.

Ms. Krichmar noted that Strategic Direction 2 (Enhance the technology infrastructure and use of technology) was the only direction that had no goals listed. After a brief discussion, Ms. Krichmar agreed to develop some general goals and submit them to Dr. Myers for inclusion in the report.

Dr. Johnson added that one of the things that are important about this list is that there are items that help us as an institution stay focused on our ARCC measures, on student learning outcomes and the points that are required for accreditation. By way of these goals, we give each of the units, departments, and divisions other ways to further the institution’s accomplishments.

Dr. Myers noted that these goals will become a part of our educational master plan. As soon as the draft educational master plan is completed, it will be sent to the campus community and campus constituent groups to review and provide feedback.

Dr. Albanese asked if there were any objections to approving the Proposed 2010-16 Strategic Directions and College Goals as the base document and having the educational master plan task force continue their work. The committee had no further comments or objections to this process.

4. **BUDGET UPDATE**

Dr. Albanese noted that the State finance and staffers in the Sacramento legislature are putting together budget change proposals for the State budget. The Governor’s budget will be presented on January 10, 2010. The system put in budget change proposals and they asked for restoration of base, growth and cola. Dr. Albanese reported that he is hearing that the State deficit this year is going to be $10 billion dollars and grow to $20 billion the following year. The reason is that the taxes that were implemented have all lapsed. Unless they are reinstated that deficit will go up.

Dr. Albanese stated that the information in the power point presentation would provide information based on the budget that was adopted, what our shortfall was and is based on the information known now. There is also information as to what our plan was, based on the interests we all agreed on, the various options, and what was actually implemented. The numbers reflect ledger information from both the 2008/09 1st quarter and the 2009/10 1st quarter. This information will be updated monthly.

Comments/Suggestions from the committee:

Dr. Namala noted that based on Mr. Fronke’s remarks in a previous meeting, his point was that there was a disparity in the reductions in administration, faculty and classified. He suggested that another column be added that would reflect the administrative salaries in both first quarters (2008/09 and 2009/10).
Mr. Fronke noted that the option “freeze hiring” is misleading as there have been exceptions to this rule and should be reflected in the information.

Mr. Farmer stated that he does have questions about the number presented and will be working with Ms. Rizkallah to get further clarification.

Dr. Albanese stated that in his opinion the numbers currently being shown indicates the College is not on target; if this becomes a trend the College will not make its target by the end of the year which means a significant hit to our reserves. Next year (2010/11) will be worse for the College. The numbers will be run month by month. He is worried that if the College waits till the 3rd quarter to see what is happening, it will be too late. No decision is made if everyone waits until all the information is in. Sometimes you have to make decisions based on assumptions. What this College is going to have to decide is what the assumption is.

Dr. Namala responded that he hopes it works out in the months to come, and if it doesn't the College may have to re-think our strategy. Perhaps cutting sections is not going to save as much money as we thought. Cuts may have to come from somewhere else. The numbers right now are disturbing.

Dr. Johnson noted that the categorical managers have already been working with Ms. Rizkallah and have made their cuts.

Mr. Fronke requested that the information be reviewed on an accrual basis.

In conclusion Dr. Albanese indicated that at the next meeting budget information will be presented that shows the four month trend, and that he will include the management information in the data.

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

6. **NEXT MEETING – NOVEMBER 19, 2009**
   The next meeting is scheduled for November 19, 2009.

7. **ADJOURNMENT**
   The meeting was adjourned at 3:01 p.m.