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

APPROVAL OF MINUTES - November 19, 2009
The minutes were approved as presented.

EDUCATIONAL MASTER PLAN DRAFT
A PowerPoint presentation with Educational Master Plan information was given by Dr. Myers. He encouraged committee members to provide feedback. The committee had no further feedback and commended Dr. Myers for his dedicated work on this project.

Dr. Johnson reminded the committee that the strategic directions that are in the Educational Master Plan are for use in the planning process next fall 2010. The committee adopted a set of three strategies that are to be used for this year's planning.

BUDGET UPDATE
The committee was provided with the following expenditure comparisons documents: 1) September, 2008 to September 2009; 2) revised October 2008 to October 2009 that includes managers and 3) a revised percentage comparison for period ending October 2008 through October 2009. This budget information will be provided at future meetings to keep the committee informed of the latest district budget information.
Dr. Johnson requested that on the percentage comparison sheet that the line *Academic Salaries Counselors P/T Hourly*, show that the reason for the percent increase is to replace categorical funding cuts. The committee had no objections to this change.

Dr. Albanese reported that the January 2010 meeting will focus on the budget information from the governor's budget and information we know so far on the district budget. The district is looking at an additional 8% cut on top of the 8% we have already received. He stressed that there is no way the district is going to surplus cash this year; it will be a question of how much we are going to spend of the reserves. It is not known if there will be deferrals which will create additional cash flow problems. Budget decisions will have to be made. Some of these decisions can be decided collaboratively, almost all others bilaterally at the bargaining table. At some point the College has to deal with hard and tough decisions. He suggested that the committee talk to their constituency groups on the budget situation.

Dr. Namala asked about the status of the faculty sabbaticals. Dr. Albanese noted that his recommendation is for sabbaticals to not be approved by the Board. Mr. Farmer further added that there is nothing in the current contract about sabbaticals. What the district relies on is the faculty handbook. Absent any negotiation article, the faculty handbook has certain sabbatical approval procedures. If the sabbatical committee continues its work and brings him a recommendation then he has to decide what to recommend to the president.

There was a discussion regarding the summer session. Mr. Farmer explained that the 1st summer session 2010 is going to be minimal, in that the college is only offering those classes in career and technical programs (i.e. nursing, dental assisting). These classes must be offered in order for those students to complete their program. The 2nd summer session 2010 will consists of approximately 1000 FTES and will be reminiscent of summer 2008. These classes will be a comprehensive set of offerings in a variety of divisions so that students who register early can probably get the classes they needed. In terms of budget, it was noted that 2nd summer session 2009 was very expensive to teach in that most classes were taught by full-time instructors. By offering a very limited 1st summer session 2010, it is hoped to offset the expense and save approximately $500,000. Student member Isaac Adako expressed concern that not enough summer classes were going to be offered. Mr. Farmer explained that the college does not have the money to offer more than what the state can pay. The district’s task is to try to offer a balanced set of classes that will meet student’s needs but are within the confines of what the state will fund us for. Mr. Farmer offered to attend a student senate meeting to update the students on the latest budget and schedule information.

Dr. Albanese reported that a student fee task group has been meeting and reviewing current student fees. Currently they are working on surveys and student fee recommendations. This information will be shared at the January meeting.
There was discussion regarding salary reductions to employees. It was asked who should initiate discussion regarding salary cuts. It was noted that either side can initiate discussion.

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

6. **NEXT MEETING - JANUARY 21, 2010**
   The next meeting is scheduled for January 21, 2010.

7. **ADJOURNMENT**
   The meeting was adjourned at 3:25 p.m.