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

2. **APPROVAL OF MINUTES** - January 29, 2009 and February 5, 2009
The minutes of the January 29, 2009 meeting were approved as presented.

   It was requested that the minutes of the February 5, 2009 be corrected as follows: the following names were misspelled: Traci Ukita, Terrie Lopez, and Francie Quaas-Berryman. The minutes were approved as corrected.

3. **STATE BUDGET UPDATE**
Dr. Albanese reported that the State has adopted a budget. Included in the committee handouts was the latest Cerritos College 2008/09 Adopted Budget General Fund – Unrestricted Summary that reflects the latest State budget information. Also included was the latest budget information from the Community College League and Chancellor’s Office.
Dr. Albanese highlighted the following:

- There is no COLA.
- There are funds for growth.
- The estimated revenue deferment is $8,872,351. This is the cash flow loss the College will lose this year because of deferral. What this means is that the College will be “burning cash” again and hopefully will end up with about $2,000,000 dollars, but we will be using our required 5% cash reserves.
- The College has not gotten specific budget information for next year. The following is information that is projected:
  - Because of property tax shortfalls and enrollment fee shortfalls, the State will deficit an amount that will probably eliminate the $613,654 expected for growth. At this time, we are leaving that amount in the budget. This does affect this year's budget and it is a February recalculation (P1 Recalculation).
  - At this time, there are no other mid-year cuts.
  - No increase in student enrollment fee.

Dr. Johnson reported that categorical funds are funded by the State, but the State doesn’t set step/column or COLA policies at the local level. He noted that staff in those areas receives their applicable step/column increases regardless of the fact that the State does not pay for them. He just wanted the committee to recognize this fact and although minimal, does encroach with the local resources.

Dr. Albanese closed the discussion by noting that as more State budget information is known, he will share with the committee.

4. BUDGET BALANCING OPTIONS

Dr. Albanese reported that the Board unanimously approved the increase in the student parking fees along with the other suggested fee increases. The increases will take effect in summer, 2009. He noted that the students will begin to notice some improvement to parking lots and services.

Dr. Albanese also reported that a contract will be going to the Board to approve “debit” cards for Financial Aid students. These students would receive their Financial Aid distributions by debit cards, so the College does not have to incur the cost of mailing the checks.

Dr. Namala requested the amount that has been paid to the District hired negotiation attorney. He noted that the Union has told the District that they are willing to remove their negotiator if the District would also remove the negotiations attorney. Dr. Albanese replied that there is a cost to the collective bargaining process, and normally the attorney fees and management time at the table are recoverable through mandated costs. He added that he will provide this dollar amount at the next meeting.

5. ACCREDITATION

Dr. Albanese reported that the Business Services Area Plan is completed and available for review on Planning Plus. The Area Plans for Academic Affairs, Student Services,
and Human Resources are completed with the exception of the prioritization process. It is anticipated that this process will be completed prior to the next meeting. He requested that everyone review the Area Plans on Planning Plus and if there are any questions/concerns regarding the prioritization; please bring them forward to the March 5th meeting.

Dr. Albanese noted that the Board did approve and accept the Accreditation mid-term report at their February 18, 2009 meeting. This mid-term report will go to the Accreditation Commission in the beginning of March. He added that there is still time to make comments on this report and provide feedback to Matthew Lee and others who continue to work on this report.

Ms. Krichmar reviewed the mission statement that she, Francie Quaas-Berryman, Lynn Laughon and Bryan Reece reviewed and updated. She noted that all the information on the mission statement was pulled from sources on campus such as the strategic plan, Board policy, Course Catalog as well as the presidential search flyer. The committee reviewed the mission statement and after discussion approved the Cerritos College mission with no objections. This document will now go to the Coordinating Committee for their approval.

6. **2009/ 10 BUDGET DEVELOPMENT**
   Dr. Albanese reported that the committee is on track with the Budget Development Calendar.

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

8. **NEXT MEETING - MARCH 5, 2009**
   The next meeting is scheduled for March 5, 2009

9. **ADJOURNMENT**
   The meeting adjourned at 2:49 p.m.