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

2. **APPROVAL OF MINUTES - September 18, 2008**
   It was moved by Dr. Reece to approve the minutes of September 18, 2008. Mr. Henry seconded the motion. The minutes were approved as presented.

3. **STATE BUDGET UPDATE**
   Dr. Albanese reported that the State budget was approved. For the last three (3) months the District has been inter-fund borrowing in order to make payroll. The September apportionment the District will be receiving will make up for the months of July, August and September. The problem is that the District will not receive the January, February, March apportionment until April, so we will have to once again use inter-fund borrowing in order to make payroll. Dr. Albanese stated that it is not his recommendation to support any approval of any item on the prioritization list unless it is a matter of health and safety or a direct loss of dollars by not doing it. In addition, the Governor has the authority to declare a financial crisis to make cuts. Dr. Albanese closed by stating that it is imperative that the District operate with considerable caution.
4. DISCUSSION/ ACTION ON 2008-09 AREA PLANS & BUDGET PLANNING FOR 2009-2010

Dr. Albanese noted that along with the area plans for Business Services and Student Services, the Public Affairs area plan has been added to the Planning and Budget Web site. He added that last year's planning cycle was not completed. The goal should be to deal with the 2008/09 planning process, post the area plans and see the integration of priorities with the unit plans and program review.

Ms. Krichmar noted that the College is at an interesting time from a financial perspective in that the current agenda is to not expend the capital outlay funds at this time. This gives the College an opportunity to re-assess the 2008/09 plan, roll into our planning process for the 2009/10 planning year and review our resource prioritization list again.

This began a committee discussion on the 2008/09 area plans and the budget planning for 2009/10. The following comments/suggestions were made:

- There is a perception from faculty that nothing is done with the unit plans. The campus community needs to be informed that there are prioritized lists, and when funds are available, items from this list will be funded.
- All area plans must be posted.
- Should not roll items from 2008/09 into 2009/10 because there are more in the planning documents than just items that require money.
- Begin and complete the 2009/10 prioritization process.

Dr. Durdella asked why weren’t additional personnel and budget augmentations resource needs categories not included on a college-wide prioritization list. It was explained that an institutional list has been completed, but it has not been brought forward to the Planning and Budget Committee. Dr. Johnson clarified that the Vice President’s did not look at the list before their area meetings had occurred. The area meetings had occurred and they had done their prioritization. This information was directly carried into the meeting with the Vice President’s.

Mr. Fronke noted that if the District is going to expend funds for health and safety, they should consider the conditions of the existing buildings, such as the Business Education building and the Liberal Arts building. The conditions of the restrooms and classrooms in many of the buildings on campus are atrocious. Dr. Johnson commented that when we prioritize in this planning and budget environment, we have to be very mindful of what gets prioritized and where, because any decision will have consequences.

In conclusion the committee agreed that the 2008/09 Planning and Budgeting process needs closure by bringing the 2008/09 area plans public by posting them on the Planning and Budget Web site. If there are priorities beyond fiscal resources, those can be addressed. Also, we move forward with the 2009/10 planning process. If areas choose to incorporate 2008/09 priorities in their 2009/10 process, that is their prerogative. Whatever appears in the 2009/10 plans will go through the regular planning process and prioritization process.
Dr. Albanese stated that the area plans will be posted on the Planning and Budget Web site as they are completed. He requested that each committee member review the plans, print a copy of the plans and be ready to discuss the area plans at future Planning and Budget meetings. In addition, the priority list will be an agenda item at each meeting if the need exists to discuss it.

Dr. Albanese brought forward the 2009/10 Planning and Budget Development Calendar that integrated the proposed dates and activities for annual planning for 2009/10. The committee reviewed the document and agreed to add Step 7 from the Resource Allocation Process which states: Feedback to Units, Divisions, and Planning Budget Committee from Area Administrators. With this addition, the 2009/10 Planning and Budget Development Calendar was approved.

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

6. **NEXT MEETING - OCTOBER 16, 2008**
   The next meeting is scheduled for October 16, 2008

7. **ADJOURNMENT**
   The meeting was adjourned at 2:57 p.m.