I. MEETING CALLED TO ORDER
Mr. Farmer called the meeting to order at 1:03PM.

II. INTRODUCTION OF NEW EMPLOYEES – None

III. APPROVAL OF MINUTES – February 9, 2009
Mr. Mellas made a motion to approve the February 9 minutes; Ms. DeFrance seconded the motion. The minutes were approved as presented.

IV. BOARD AGENDA – March 4, 2009
Mr. Farmer briefly reviewed the March 4 Board Agenda and invited the committee members to raise any questions and/or comments. Dr. Johnson stated that there is a possibility that an item regarding student debit cards will be presented to the Board on March 4. Mr. Mellas stated that the process for issuing debit cards might help resolve matters of identification of students in online classes.

The committee members had no further questions.

V. ITEMS FROM INSTITUTIONAL COMMITTEES

Information Technology Standards
Ms. Krichmar distributed the attached minutes from the committee’s December 12 meeting, agendas from their future and past meetings, a price quotation from Hewlett Packard for the district recommended notebook and information regarding district recommended printers, scanners, and wireless devices.

Ms. Krichmar stated that the committee has been keeping the current budget issues in mind while determining district recommended equipment. The committee has also been discussing options for digital signage for certain areas on campus. GST gave the committee a
demonstration of the Samsung 460DXN Professional Display LCD Monitor which is more sophisticated and user-friendly than the past equipment used for digital signage. They will continue discussion regarding this item during future meetings.

Mr. Farmer thanked Ms. Krichmar for her report and the committee for its hard work.

Enrollment Management
Dr. Johnson distributed the attached minutes from the committee’s November 20 meeting. During this meeting the committee discussed state budget updates, reducing the number of class sections offered for Spring 2009, changes regarding the distribution of the college catalog and class schedule, the draft calendar of Enrollment Management Plan Presentations, and areas of concern within the online schedule programs.

The committee also met on February 19 and discussed ARCC data outcomes and persistence rates, and their connection with goals within the Enrollment Management Plan.

Mr. Farmer added that a mailer listing all of the college’s offered courses will be sent to cities within the college district. This mailer will also include the website address where individuals will be able access the full class schedule.

Mr. Fabish questioned whether the college’s large enrollment is a result of opening additional class sections or faculty accepting more students into their classes than originally planned. Mr. Farmer stated that the college’s fill rate (the number of students enrolled divided by the number of seats available) has increased but it is not over 100%. However, some departments do have a fill rate over 100%. Currently, few class sections have been cancelled for low enrollment. The college will most likely continue to offer fewer class sections than in years prior due to state budget constraints. Dr. Brock and the instructional deans will work to strategically decide which class sections will be cut.

Dr. Albanese stated that although the college will receive 1.12% growth funds from the state, our apportionment funds will be reduced by 1.2% which results in a deficit. He also noted that in the past, some “deferrals” were never paid and essentially became budget cuts. Updates regarding the budget will be shared with the campus as they are received.

Mr. Franco questioned how the recent economic stimulus package will help the California budget deficit. Dr. Albanese replied that details regarding how the stimulus package will be allocated to states are not available and that the bulk of that allocation will most likely be used for unemployment benefits, healthcare, special education, and K-12 schools.
Mr. Farmer thanked Dr. Johnson for his report and thanked the committee for its hard work.

VI. ITEMS FROM FACULTY SENATE STANDING COMMITTEES – None

VII. STATUS OF SHARED GOVERNANCE

VIII. REPORTS FROM COORDINATING COMMITTEE MEMBERS
Ms. DeFrance stated that a calendar of Women’s History Month events is available on the college website and encouraged all to attend the wonderful events.

Mr. Farmer reminded the committee members that the General Faculty Meeting will be held on Thursday, February 26 at 11:00AM in the Teleconference Center. Topics of discussion include the revised program review process and the proposed SLO strategy for the college.

Dr. Johnson stated that the Cerritos College Black Student Union will present a Mardi Gras celebration on Friday, February 27 at 7:00PM in the Student Center in honor of Black History Month. The college will be co-hosting a Spring Festival Celebration with the Chinese Culture Association of Southern California on Saturday, March 7 at 12:00PM in the Student Center.

IX. PRESIDENT’S REPORT
Mr. Farmer stated that he would email a campus update to the college regarding various issues currently affecting the college.

X. ADJOURNMENT
Meeting adjourned at 1:45PM.