Minutes Planning and Budgeting Council
Minutes for Tuesday, February 1, 2011

Members Present: John Bilmont, Jeffrey Fang, Attila Gabor, Dave Gallerani, Peter Goldstein, Don Griffin, Maria Heredia, Carl Jew, Steve Kech, Marc Kitchel, Alice Murillo, Francine Podenski, Karen Saginor, Athena Steff

Resources Present: Fred Chavaria, Lidia Jenkins, Monika Liu, Phyllis McGuire, Fred Tetí, David Yee

Guests Present: Pamela Mery, Virginia Jew, Leslie Smith, Jane Sneed, Angela Thomas, Kathleen White

1. Approval of Minutes - Minutes for 1/18 were approved with no amendments.

2. FPAC – The Council discussed the budget outlook and the possibility that the College will receive a workload reduction (decreased FTES for base). Given this concern, Kathleen White revised the CDEV request for faculty positions. The Council agreed to a temporary upgrade from part time to full time hours for three faculty members, limited to two consecutive semesters, on an “experimental” basis. Each position will be augmented by 40% for a total increase of 120. This will allow CDEV to offer additional afternoon sections, the expense of which may be offset by additional FTES. The request for full time positions will be revisited and evaluated based upon the actual FTES.

   **Approved – Temporary upgrade from part time to full time for three CDEV faculty.**

3. Proposal to Re-Issue Parking Hangers - The FPAC suggestion discussed at CPBC on December 7 was revisited and approved.

   **Approved – Approximately $4,000 in expenditures to re-issue parking hangers.**

4. Planning & Assessment Update - Revised Gantt charts were presented reflecting changes previously requested by CPBC.

   **Approved -- Long-Range Planning and Annual Planning Ganttts.**

5. Accreditation Update – As part of the Accreditation process several surveys are being redeployed. The Employee Survey traditionally focuses on services. Various community members suggested that the purpose be expanded to include a Leadership and Governance section. Specific language for these questions was discussed by College Advisory Council and the Accreditation Steering Committee. CPBC amended and approved the updated versions.

   **Approved – New questions about Leadership and Governance for Employee survey, including language indicating the respective purviews of CPBC and CAC.**

6. Government Relations Update – Leslie Smith shared information about state-level policy discussions, including whether to provide priority registration for continuing students who are full-time and formally matriculated. Another discussion revolves around whether to remove repetition from “activity” courses (e.g., P.E., art courses, and some business courses).

7. Budget Update - Karen Saginor requested that CPBC reinvigorate its efforts to engage students in budget process. For 2010-2011, $3.7M in growth is still on the table. For 2011-12, both best and worst case scenarios have worsened by roughly $1M since the last CPBC meeting on January 18. Don Griffin stated that current cost-saving methods such as attrition will not cover a gap of $18M+. Parcel tax and fund raising are still strategies, but these are also insufficient. The College will be forced to make some big changes that we were not prepared to make before – changes which constitute a longer-term strategy. In addition, workload reduction will likely decrease state-funded FTES by roughly 5% -- affecting students’ access to classes. To address these reductions, there needs to be a programmatic assessment of departments and campuses.

8. Committee Reports & Associated Action Items – There were no separate committee reports.