1. Approval of Minutes – Minutes for December 20, 2011 and January 31, 2012 were approved as amended.

2. Budget Update – Auditors in general have become cautious. The College’s outside auditor identified several adjustments (e.g., uncollected student fees) reducing the 2010-2011 ending balance by $700k. For 2011-2012, the College still faces a $2.1M loss due to the deficit factor and $1.5M in over expenditures. In terms of attrition, 60 FTE faculty, 40 FTE classified, and 1 administrator may leave the District. Estimated at $75k each minus $1M payouts, this translated to roughly $6.575M (not including benefits). Projections for 2012-2013 haven’t changed since last week. The best case scenario shows a $14M deficit which could be handled through reductions in program offerings and 8% in personnel reductions. Summers 2012 and 2013 are likely to be 50% or less in terms of sections offered. The worst case scenario is a $24M deficit. One approach might be negotiated wage reductions of $10M (roughly 6% cuts across-the-board).

3. CPBC Workgroup Updates – Three of the eight workgroups presented. (Note, small roman numerals indicate the workgroup number as indicated on the agenda.)
   ii. Scheduling and Enrollment Management – Trends lines for low-enrolled sections for Fall, Spring, and Summer 2008 through 2011. For noncredit, during both fall and spring the College has averaged about 260 low-enrolled sections per semester (approximately 20% of noncredit sections). This data will be further reviewed further to make sure all details are addressed, e.g., multiple sections within one classroom. However, it was cautioned that the College cannot simply cut 20% of noncredit because that would take us below base and jeopardize the 50% law. For credit, after several types of sections were filtered out (e.g., grant funded, independent study, work experience), 50 to 100 low-enrolled sections remained (approximately 1% to 3%). More precisely, there were 172 low-enrolled sections in 2008-2009, down to 90 sections in 2009-2010, then back up to 167 sections in 2010-2011, and most recently 139 sections in 2011-2012. For 2012-2013, the number should look like 2009-2010.

   Extra pay (as distinct from overload) has gone down. For fall and spring combined, it was 132 FTE in 2008-2009, down to around 84 FTE in 2009-2010, back up to 113 FTE in 2010-2011, then 101 FTE in 2011-2012. For 2012-2013, the number should look like 2009-2010.

   Total instructional hours were also presented and have been decreasing since 2008-2009.

   The next step is to review this data by department.

   iii. Categoricals – Documents describing five categorical programs were distributed showing trends in restricted Allocation, Deficit/Surplus, and FTE. At the next presentation unrestricted figures will also be delineated.

   vii. Campuses – This workgroup developed a detailed template which the Campus Deans are populating.

4. Faculty Position Allocation (FPAC) – Previously approved positions are being reconsidered. The number approved for the near future has to be extremely small.