MINUTES
College Planning and Budgeting Council
Minutes for Tuesday, May 1, 2012

Members Present: John Bilmont, Tom Boegel, Julie Du, Peter Goldstein, Maria Heredia, Steve Kech, Alisa Messer, Madeline Mueller, Francine Podenski, James Rogers, Karen Saginor, Jane Sneed, Fred Teti

Resources Present: Lidia Jenkins, Monika Liu, Lindy McKnight, David Yee

Guests Present: Pamela Mery, Darlene Alioto, Anna Asebedo, Loren Bell, Torrance Bynum, Sunny Clark, Cynthia Dewar, Karl Gamarra, Terry Hall, E. Simon Hanson, Carmen Lamha, Alice Murillo, Muriel Parenteau, Angela Thomas

1. Approval of Minutes – May 1, 2012 Minutes approved as submitted.

2. Program Review Committee (PRC) Report – The PRC committee chair present the draft “Status Report on Resource-Related Outcomes for FY 2011-2012.” This document helps “close the loop” by showing how requests submitted via program review correspond to decisions of the College Planning and Budgeting Council (CPBC). Two corrections were suggested. An updated document will be brought to the next CPBC meeting for final review.

3. Planning Update
   i. 2011-2012 Annual Plan Evaluation / End of Year Assessment (EYA) – The EYA was distributed to CPBC by email on April 16 and briefly discussed on April 17. Assembled by the Vice Chancellors with support from Research & Planning, the EYA updates the College on the status of each annual objective. This preliminary EYA provides important direction for next year even though it is not yet complete (some measures cannot be finalized while the current academic year is still in progress).
   ii. 2012-2013 Annual Plan – Council members reviewed and discussed changes to the draft initially circulated on April 16. Items were reviewed for relevance to budget with the understanding that annual objectives for next year should be cost neutral or result in savings. Final input will be gathered from Academic Senate Executive Council on May 2 and College Advisory Council on May 3. A final draft will be reviewed on May 15.


5. Budget Update – Due to decreased tax revenue, the loss for next year may be more than $7.9M under the “Worst Case” scenario. Projections will be adjusted after the May Revise. A rollover budget for 2012-13 would total $200.9M, including all scheduled step increases, new health care rates, adjustment to SFERs rates, retiree health benefits, $500k payment toward future liability, and rollover of current level of sections (i.e. does not reflect section reductions). It was emphasized that 2012-13 will require both summer 2012 and summer 2013 for the College to make base. One-time options such as transferring from Board Designated Reserves and Additional Corpus Release were used in 2011-12 and cannot be used in 2012-13.

6. Committee Reports & Associated Action Items
   i. Facilities Review (FRC) – The committee approved a new computer lab in MUB for CDEV and Math using grant money for equipment. Need to determine how to pay for the furniture.