

Approved 08/17/17

**CERRITOS COLLEGE
COLLEGE COMMITTEE ON PLANNING AND BUDGET
MEETING MINUTES
JUNE 1, 2017**

Present: Felipe Lopez
Dr. Adriana Flores-Church
Michelle Lewellen (Moore)
Dr. Kristi Blackburn
Rachel Mason (Aborn)
Patrick O'Donnell

Jay Elarcosa
Stephanie Rosenblatt
Dr. Dan Smith (Marks)
Adelle Krayer
Miriam Tolson
Etta Walton
Linda Kaufman

Absent: Dr. Stephen Clifford
Debbie Jensen
Dr. Stephen Johnson
Lynn Laughon

Rick Miranda
Stephanie Murguia
ASCC Representative

1. CALL TO ORDER

Mr. Lopez called the meeting to order at 2:04 p.m.

2. APPROVAL OF MINUTES – May 18, 2017

It was moved by Dr. Aborn and seconded by Adelle Krayer to approve the May 18, 2017 minutes. Dr. Aborn, Deb Moore and Etta Walton abstained. The minutes were approved as presented.

3. REVIEW OF 2017-18 TENTATIVE BUDGET

Mr. Lopez distributed the latest multi-year projection for years 2017-18, 2018-19, and 2019-20. He noted that this update included the May revise information. For example, the COLA increased from 1.48% to 1.56% and an additional \$160 million of base increases, provided in recognition of pending cost increases in areas such as pension rates, employee benefits, and utilities. In addition, the budget projections include reduced apportionment due to declining enrollment, employee salary increases, and increased costs to meet STRS and PERS obligations.

Mr. Lopez also added that the legislatures are going to use the deferred maintenance and instructional equipment dollars to self-balance, meaning if there is any type of deficit when it comes to back fills of our proportional share of Prop. 98 funds, these funds will be used first. In addition, the college will not know until 22 months from now what, if any, deferred maintenance and instructional dollars we will receive. At this time, the college is not going to budget for these funds.

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Mr. Lopez noted that both houses of the legislature passed the State Capital Outlay funding, which is proposed to fund the 29 projects the Chancellor's Office originally submitted to the governor for approval.

Mr. Lopez distributed the FTES Trend data from 2011-12 through 2016-17, and what the college reported for P1 and P2 in 2016-17. He reminded the committee that enrollment is down and it is anticipated the college will report FTES for 2016-17 at 16,781.95. Based on these numbers, the budget has been built based on 16,800 FTES. He reminded the committee that the college is going into stabilization this year and will have three years to get back to the original number of 17,740.73. After three years, whatever the college reports will be our new adjusted base.

Mr. Lopez noted that between the time of the tentative budget and final budget the college will be looking for various ways to cut down operating costs. In addition, this budget assumes all vacancies. If there are vacancies after July 1, there will be salary savings.

Mr. Lopez stated that the tentative budget will go to the Board for approval on June 21, 2017. During the summer, work will be done to finalize the proposed budget.

Dr. Aborn noted that she heard there might be a movement to request to waive the penalties that could be imposed on the college if FON is not met. Mr. Lopez replied that he has not heard anything about waiving the FON.

4. COMMITTEE SELF-EVALUATION 2016-17

Mr. Lopez distributed the Shared Governance Committee Self Evaluation form for 2016-17.

The committee reviewed the form, discussed the six questions, and approved the accomplishments and obstacles. (See attached)

5. STRATEGIC PLAN - SUBCOMMITTEE

Dr. Blackburn requested that a subcommittee be formed to assist with mapping our educational master plan into a three-year cycle and begin to look at what can be reasonably accomplished based on resource allocation in Year 1, Year 2 and Year 3 towards the six- year over-arching educational master plan.

The following volunteered: Dr. Blackburn, Felipe Lopez, Jay Elarcosa, and Dr. Aborn. Due to Rick Miranda and Michelle Lewellen's absence, they will be asked to join the subcommittee

6. ITEMS FROM THE FLOOR

Dr. Blackburn reminded the committee that the State IEPI report is due on June 15. As discussed at an earlier meeting, an email of the report with a survey monkey will be sent to the committee for either a yes or no vote.

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Ms. Marks commented that a discussion was held at the deans' meeting regarding the possibility of a golden handshake. It was requested that the college look into a cafeteria type plan where monies could be used to choose years of service or health benefits, and that by offering this type of cafeteria plan, the college could possibly have more staff applying for retirement.

7. NEXT MEETING – JULY 27, 2017

The next meeting is scheduled for July 27, 2017.

8. ADJOURNMENT

The meeting was adjourned at 3:25 p.m.