

**CERRITOS COLLEGE
COLLEGE COMMITTEE ON PLANNING AND BUDGET
MEETING MINUTES
JANUARY 18, 2018**

Present: Felipe Lopez
Dr. Adriana Flores-Church
Dr. Stephen Johnson
Dr. Kristi Blackburn
Michelle Lewellen
Dr. Dan Smith (DeLong)
Sandy Marks (Mason)
Patrick O'Donnell

Adelle Krayner
Stephanie Rosenblatt
Angela Conley
Lynn Laughon
Etta Walton
Linda Kaufman
Ariel Diane Valencia

Absent: Rick Miranda
Stephanie Murguia
Debbie Jensen

April Griffin
Martin Salgado
David Ward

1. CALL TO ORDER

Mr. Lopez called the meeting to order at 2:05 p.m.

2. APPROVAL OF MINUTES – November 2, 2017

It was moved by Ms. Lewellen and seconded by Mr. O'Donnell to approve the November 2, 2017 minutes. Dr. Johnson, Ms. Krayner, and Dr. Smith abstained. The minutes were approved as presented.

3. BUDGET TO ACTUAL AS OF 12/31/17

Mr. Lopez distributed the budget-to-actual report as of December 31, 2017. He reviewed the document by object code and noted that as of December 31, 2017 the college has spent 43.7% of the budget. The following was highlighted:

- The college has a history of spending supply/equipment accounts more towards the end of the fiscal year. He encouraged staff to purchase these items sooner than later, instead of waiting until the end of the fiscal year.
- Ms. Lewellen noted that it appears the college has under-projected salaries and based on previous discussions she believed the college would attempt to "right size" this budget line. Mr. Lopez noted there are a couple of reasons for the lower percentage. 1) one month of classified payroll is not reflected and the County double posts in June to accurately reflect fiscal year salaries, and 2) the current classified and management hiring freeze. Mr. Lopez noted that he would continue to monitor the budget and report on a regular basis to Planning and Budget.

4. 2017-18 FTES AS OF 01/12/18

Mr. Lopez distributed a copy of the FTES trend data as of 01/12/18. He reviewed the document and noted the following:

- The college's FTES base number is 17,740.73 from the 2015-16 year
- The college entered into stabilization in 2016-17
- The college budgeted 16,800 FTES for 2017-18
- Good news: the college will not have a dramatic difference in projected revenue
- Bad news: the college is not near the projected base number
- The difference between the 17,740 FTES and 16,800 FTES is approximately a \$5.1M deficit. The college has budgeted for this deficit.

Mr. Lopez provided a brief summary of the Governor's budget. He noted that there are three components of the funding formula and the State is moving away from a growth type of formula and focusing on a student focused formula apportionments. They are:

- 50% based on full-time equivalent student enrollment
- 25% based on students receiving California College Promise Grants and Pell Grants
- 25% based on short and long-term student success metrics (degrees, certificates, awards and ADTs)

Dr. Johnson commented that the first words to come out about a new funding formula made reference to something being done with categorical funding. Since then, we think DSPS will not be negatively affected. However, it is worth noting that already with the triple plan, the Basic Skills Initiative, Student Equity, and 3SP are now looked at together. So it looks like some continuing consolidation is likely to be in proposals for the future of categorical funding.

The discussion concluded with Mr. Lopez noting he will continue to monitor FTES and will report any updates to the committee.

5. ITEMS FROM THE FLOOR

Ms. Marks inquired that with the upcoming SERP, are we, as a committee, going to strategize to replace key people who retire. Dr. Flores-Church provided a recap of the SERP process, noting that eligible employees can apply for the SERP from March 21 through March 30, 2018. After Human Resources has compiled the numbers, notification will be sent to the campus community informing them either that the SERP passed, or, if further discussions with the Board need to take place because the numbers were not met. After a brief discussion, it was suggested that the committee could come up with a process by which critical positions are identified and any committee recommendation would go to Coordinating and Executive Council as a means of supporting these resources.

6. NEXT MEETING – FEBRUARY 1, 2018

The next meeting is scheduled for February 1, 2018.

7. ADJOURNMENT

The meeting was adjourned at 3:07 p.m.