

**CERRITOS COLLEGE  
COLLEGE COMMITTEE ON PLANNING AND BUDGET  
MEETING MINUTES  
NOVEMBER 2, 2017**

Present: Felipe Lopez  
Dr. Adriana Flores-Church  
Dr. Kristi Blackburn  
Michelle Lewellen  
Renee DeLong  
Rachel Mason  
Stephanie Murguia  
Patrick O'Donnell  
Debbie Jensen

Adelle Krayer  
Stephanie Rosenblatt  
Martin Salgado  
Lynn Laughon  
Etta Walton  
David Ward  
Linda Kaufman  
Ariel Diane Delos Santos

Absent: Rick Miranda  
Dr. Stephen Johnson

Angela Conley  
April Griffin

**1. CALL TO ORDER**

Mr. Lopez called the meeting to order at 2:09 p.m.

**2. APPROVAL OF MINUTES – October 19, 2017**

It was moved by Mr. Ward and seconded by Mr. O'Donnell to approve the October 19, 2017 minutes. Dr. Flores-Church and Ms. Murguia abstained. The minutes were approved as presented.

**3. GUIDED PATHWAYS OVERVIEW**

Mr. Fabish provided a presentation on The California Guided Pathways Project. He noted that this project would help 20 California community colleges implement an integrated, institution-wide approach to student success by creating structured educational experiences that support each student from point of entry to attainment of high-quality postsecondary credentials and careers. The committee reviewed the document and provided feedback.

**4. BUDGET UPDATE**

Mr. Lopez distributed 1<sup>st</sup> Quarter (as of September 30, 2017) budget to actuals summary for the unrestricted general fund. He highlighted the following:

- The salaries reflect expenditures for only two months because of the payroll schedule. At the end of the fiscal year, the County double posts for the month of June to accurately reflect fiscal year salaries.

- 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.
- The amount of \$479,004.00 in transfers/others reflects the amount paid by the college for property and liability. He noted that this amount was normally paid through the college's general fund. A separate account string for self-insurance has been set up to pay the college's property and liability premium, along with any claims against the district in which we are at fault.

**5. ITEMS FROM THE FLOOR**

Ms. Lewellen inquired as to when the two unions would be notified of the Golden Handshake. Mr. Lopez replied that Executive Council is reviewing the information and that the unions would be notified in November.

Dr. DeLong requested clarification regarding the Integrated Planning document and if it was coming back to Planning and Budget. Ms. Lewellen replied that there will be an electronic vote sent out to approve what changes have been made once it goes through Faculty Senate and Coordinating Committee.

**6. NEXT MEETING – NOVEMBER 16, 2017**

The next meeting is scheduled for November 16, 2017

**7. ADJOURNMENT**

The meeting was adjourned at 2:52 p.m.