

**CERRITOS COLLEGE
COLLEGE COMMITTEE ON PLANNING AND BUDGET
MEETING MINUTES
APRIL 21, 2016**

Present: Dr. David El Fattal Mark Fronke
Dr. Mary Anne Gularte Adelle Krayner
Dr. Stephen Johnson Carlos Arce (Namala)
Dr. Kristi Blackburn Traci Ukita
Stephanie Murguia Etta Walton
Rachel Mason Lynn Laughon
Patrick O'Donnell Linda Kaufman
Dr. Dan Smith

Absent: Rick Miranda Dan Clauss
Michelle Lewellen Bernie Negrete
Carla Yorke

1. CALL TO ORDER

Dr. El Fattal called the meeting to order at 2:07 p.m.

2. APPROVAL OF MINUTES – April 7, 2016

It was moved by Dr. Johnson and seconded by Dr. Gularte to approve the April 7, 2016 minutes. Carlos Arce, Lynn Laughon and Tracy Ukita abstained. The minutes were approved as presented.

3. IEPI YEAR 2 GOALS – FIRST READING

Dr. Blackburn distributed IEPI (Institutional Effectiveness Partnership Initiative) Year 2 Goals. She noted that last year this information was shared at the Strategic Planning Retreat, and this year it is being vetted through the shared governance process and is being shared with this committee, Faculty Senate and Coordinating Committee. She reviewed the form noting the following:

- The first seven goals are fiscal information and will come from Fiscal Services.
- Institutional Effectiveness, Research and Planning are responsible for supplying the one and six year goals.
- The college established the goals by being consistent with how we set the institutional set standards, by using the same methodology, which is the five year average. There are no penalties for not hitting the goal.
- Because the goals need to be aspirational the one year goal has +2% added. The six year goal (stretch goal) +3% is added.
- The second reading will be brought to the committee for approval on May 3, 2016.

Dr. Blackburn asked the committee to review the information and if there are any questions, please contact her directly.

4. **2015-2016 STRATEGIC PLAN STATUS UPDATES – SPRING 2016**

Dr. El Fattal distributed the 2015-2016 Strategic Plan Status Updates (due spring 2016). He asked the committee to review the document and provide any updates to Linda Kaufman by April 22, 2016.

5. **BUDGET UPDATE**

Dr. El Fattal shared the following budget information:

- The Chancellor's Office has approved the college to move 293 FTES to the 2015-16 (from 2014-15) year.
- With the FTES that should be generated with the additional summer classes, the college is projecting 17,800 FTES.
- The multi-year projection that was shared with the committee on April 7, 2016 reflected an approximate \$4M deficit; at this time, with the latest FTES information, the deficit is approximately \$60,000.
- By moving the 293 FTES into the 2015-16 budget year, this is artificially inflating FTES. This means that next year (2016-2017) the college will receive funding for the 2015-16 FTES number.
- The college's Enrollment Management Committee continues to meet to discuss enrollment issues and the college is also increasing advertising, but this does not mean that students will register.

Dr. El Fattal reviewed Multi-Year Projection handout and made the following comments:

- The deficit numbers are based on the proposed negotiation increases. If any of that changes, then the deficit will change. Dr. El Fattal noted that the college can run a deficit of \$2 or \$3 million, and it's ok to spend down reserves, but when the college is looking at \$5 million, \$7 million or \$10 million annual deficits, those are huge problems and the college cannot allow itself to get to this position. Adjustments to the budget generally have to be on the expenditure side as it is not easy to change on the revenue side. Should circumstances dictate, this is what the college has to focus on next year and in ongoing years.
- The options to improve revenue and reduce ongoing deficits reflected on page 4 are general things the college can review now and in the future.
- A board study session on the budget will take place May 4, 2016.

6. **2016-2017 RESOURCE ALLOCATION**

Dr. El Fattal stated that the 2016-2017 resource allocation was not available for review. It will be brought to the May 5, 2016 meeting.

7. **ITEMS FROM THE FLOOR**

Mr. Fronke, speaking on behalf of the Program Review Committee, stated that the stalled Program Review Plus program needs to be placed as a high priority.

8. NEXT MEETING – MAY 5, 2016

The next meeting is scheduled for May 5, 2016.

9. ADJOURNMENT

The meeting was adjourned at 2:44 p.m.