

**CERRITOS COLLEGE
COLLEGE COMMITTEE ON PLANNING AND BUDGET
MEETING MINUTES
SEPTEMBER 15, 2016**

Present: Ali Delawalla
Dr. Stephen Johnson
Rick Miranda
Dr. Kristi Blackburn
Michelle Lewellen
Dr. Renee DeLong Chomiak (Murguia)
Rachel Mason
Patrick O'Donnell
Dr. Dan Smith
Dr. Solomon Namala
Chris Richardson (Clauss)
Dr. Stephen Clifford
Etta Walton
Kim Applebury (Laughon)
Miriam Tolson
Linda Kaufman

Absent: Angela Conley
Adelle Kraye
Bernie Negrete

Guest(s): Sarah Arslanian – American Student Assistance

1. CALL TO ORDER

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

2. APPROVAL OF MINUTES – September 1, 2016

It was moved by Dr. Smith and seconded by Dr. Clifford to approve the September 1, 2016 minutes. Kim Applebury, Dr. Renee DeLong Chomiak, and Chris Richardson abstained. The minutes were approved as presented.

3. SIX-YEAR CERRITOS COLLEGE PLANNING CYCLE

Dr. Blackburn distributed the six-year Cerritos College Planning Cycle and noted that this document provides the architecture of what the college planning process looks like over six-year period aligning with our educational master plan taking into account where the major assessment is that helps the college shape documents and evaluate our processes. She requested any suggestions be emailed to her.

4. SHARED GOVERNANCE COMMITTEE SELF-EVALUATION 2016-17

Dr. Blackburn distributed the shared governance committee self-evaluation form. As a reminder, this is to address the 2014 accreditation visiting team recommendations and the college's planning agenda items in its self-evaluation (see PowerPoint from 09/01/16 Planning and Budget meeting). The committee reviewed the form and Michelle Lewellen requested that Academic Senate be changed to Faculty Senate. She also asked if question #4 (What changes should be made in committee composition, function, or charge to enhance its effectiveness?) should be on the form. After discussion it was suggested that Dr. Blackburn incorporate the requested changes and bring back to the next committee meeting for review.

5. **2016-17 ADOPTED BUDGET PRESENTATION**

Mr. Delawalla presented the 2016-17 Adopted Budget. He noted that the budget would be presented to the Board of Trustees for approval on September 21, 2016. He also noted that there will be a Campus Budget Forum on September 20, 2016 at 11:00 a.m. in LC155 and 5:30 p.m. in the Board Room.

Mr. Delawalla reviewed the following adopted budget information:

History of COLA

Key Assumptions

- Full-Time Faculty Obligation Number (FON)
- State Teachers Retirement System (STRS) Contribution Rates
- California Public Employees' Retirement System (CalPERS) Contribution Rates
- 2016-17 Adopted Budget Statutory Benefits
- Full-Time Equivalent Students (FTES)
- Full-Time Equivalent (FTE)
- Cost of 1% Salary Increase
- Employer Paid Benefits
- Unrestricted General Fund Expenditures
- Unrestricted General Fund Revenue/Expenditures
- Multi-Year Projection (General Fund)
- 2016-17 and Beyond Issues for Consideration
- 2016-17 Resource Allocation Summary

6. **ITEMS FROM THE FLOOR**

Dr. Blackburn noted that one of the college's strategic planning goals is to increase financial aid, financial aid support and financial literacy to our students. She introduced Sarah Arslanian from American Student Assistance. Ms. Arslanian presented information about how American Student Assistance provides education debt management services and financial education.

7. **NEXT MEETING – OCTOBER 6, 2016**

The next meeting is scheduled for October 6, 2016.

8. **ADJOURNMENT**

The meeting was adjourned at 3:35 p.m.