



PLANNING & BUDGET MEETING MINUTES
Tuesday, November 25, 2008
2:00 to 4:00 P.M. – Building 3, Room 142

Members Present: Nick Amaya, Margie Carrington, Edgar Deleon, Maria Lara-Blanco, Phyllis Lucas-Woods, Joan Murphy, Martin Partlan, Anniqua Rana,

Ex-Officio: Thomas Mohr – President, Vickie Nunes – College Business Officer, Gregory Stoup – Director of Planning, Research, & Student Success

Members Absent: Katherine Schertle

Guests: Regina Blok, Aja Butler, Leonor Cabrera, Roberta Chock, Patty Dilko, Sharon Finn, Jeanne Gross, Sarah Harmon, Linda Hayes, Jacquelyn Holley, Robert Hood, Kathy Kerwin, Pamela Jones, Debbie Joy, Barbara McCarthy, Lucy Nolasco, Jonna Pounds, Melissa Raby, Katherine Reite, Fleeta Rodriguez, Rita Sabbadini, Faye Soler, Lesli Sachs, Maggie Souza, Janet Stringer, Katie Townsend-Merino, Mike Walsh, Terry Watson

AGENDA ITEM	CONTENT	PRESENTER												
1) APPROVAL OF MINUTES FROM NOVEMBER 19, 2008	The minutes were approved with one abstention as amended.	Joan Murphy & Martin Partlan, Planning & Budget Co-Chairs												
2) PUBLIC COMMENTS	None	Joan Murphy & Martin Partlan, Planning & Budget Co-Chairs												
3) BUSINESS														
I. Ideas from the President for Potential Budget Reductions	<p>Reported that our Chancellor will be coming to the College on December 10th at 2:00 p.m. to speak to the College community on the state of the budget and the expected amount we will be cut in funding. The District is looking into a retirement incentive process which will go to our Board for their review and approval.</p> <p>Our District is looking at a \$6 million reduction in funding this year and a \$10 million reduction in allocation over the next two years. SMCCCD CFO Kathy Blackwood has asked the Colleges in our District to do budget reduction scenarios at 3%, 5%, 7%, and 10%. In reducing our budget, we need to 1) look at our mission - why we are here and 2) be fiscally sound in coming up with a number. President Mohr gave the following proposed savings recommendation to Planning & Budget which fulfills the 3% scenario.</p> <table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"><u>Category</u></th> <th style="text-align: right;"><u>Potential Savings</u></th> </tr> </thead> <tbody> <tr> <td>Hourly Faculty Salaries</td> <td style="text-align: right;">\$180,000</td> </tr> <tr> <td>Faculty Coordination</td> <td style="text-align: right;">22,128</td> </tr> <tr> <td>Student Assistants</td> <td style="text-align: right;">27,970</td> </tr> <tr> <td>Hourly Counseling</td> <td style="text-align: right;">50,000</td> </tr> <tr> <td>Short Term Hourly</td> <td style="text-align: right;">18,000</td> </tr> </tbody> </table>	<u>Category</u>	<u>Potential Savings</u>	Hourly Faculty Salaries	\$180,000	Faculty Coordination	22,128	Student Assistants	27,970	Hourly Counseling	50,000	Short Term Hourly	18,000	Thomas Mohr, President
<u>Category</u>	<u>Potential Savings</u>													
Hourly Faculty Salaries	\$180,000													
Faculty Coordination	22,128													
Student Assistants	27,970													
Hourly Counseling	50,000													
Short Term Hourly	18,000													

	<p>Membership/Dues 33,000 Speech Instructor Replacement/Adjunct Only 27,000 Release of Contract faculty for HSI Curriculum Development 10,000 Facility Rental Income 70,000 Overtime, equipment rental and repair no figure given (these items will be looked into, and come up With an effective plan) Testing Issues no figure given Proposed Savings Recommendation \$438,000 (3%)</p> <p>The Planning & Budget Co-Chairs noted that this is an information and discussion item only for today's meeting. The campus community was encouraged to send their thoughts to President Mohr and the Planning & Budget Co-Chairs. These recommendations will be presented as an action item at the next Planning & Budget Committee meeting on December 3rd. With the Winter Break and Spring semester quickly approaching, the Deans will be notifying those in their Divisions affected by the proposed recommendations. President Mohr has asked the Administrators to look at reducing their Division budgets by 5%. The 5% budget scenario for our College would be approximately \$600,000. President Mohr will report back on December 17th on where we are in finding the remaining \$212,000 for the 5% reduction scenario.</p>	<p>Joan Murphy & Martin Partlan, Planning & Budget Co-Chairs</p>
<p>4) ADJOURNMENT</p>	<p>The meeting was adjourned at 1:40 p.m.</p>	<p>Joan Murphy & Martin Partlan, Planning & Budget Co-Chairs</p>