



**Cañada College**  
**Planning & Budget Meeting Minutes**  
**Wednesday, November 7, 2007**  
**1:30 to 3:30 p.m.**

**Members Present:** Blanca Castillo – Student Rep, Debbie Joy – College Council Co Chair, Maria Lara – CSEA Rep, Monica Malamud – AFT Rep, Marilyn McBride – Vice President of Instruction, Martin Partlan – Academic Senate Rep, Ron Trugman – College Council Co Chair,

**Ex-Officio:** Thomas Mohr – President, Vickie Nunes – College Business Officer, Bart Scott – College Researcher

**Members Absent:** Karina Camacho – Student Rep, Phyllis Lucas-Woods – Vice President of Student Services, Joan Murphy – Classified Senate President

**Guests:** Regina Blok, Linda Haley, Ray Lapuz, Maggie Souza, Katie Townsend-Merino, Terry Watson

AGENDA ITEM	CONTENT	PRESENTER
1) APPROVAL OF MINUTES of October 17, 2007	The minutes were approved as submitted.	Joan Murphy & Martin Partlan, Planning & Budget Co-Chairs
2) PUBLIC COMMENTS	None	
3) BUSINESS		
I. Recommendations from the Accreditation Committee	Handed out, reviewed, and discussed each of the recommendations presented by the Visiting Accreditation Team from their October visit. These recommendations have been sent to the Accrediting Commission for Community and Junior Colleges and will be reviewed at their January meeting after which time they will convey to our College in writing their recommendations. Once their report is received and reviewed it will be given to the Planning & Budget Committee for their assessment. Based on the report, the Planning & Budget Committee will work up a strategy and submit it to College Council for their review and approval.	Thomas Mohr, President
II. The 2008-2009 Budget	Gave a presentation reviewing the Basic Skills funds from our State to Cañada for: <b>Allocation in Fall 2006</b> <span style="float: right;"><b>\$109,030</b></span> <b>Additional Allocation in June 2007</b> <span style="float: right;"><b>\$171,863</b></span> <b>New On Going Allocation for 2007/2008</b> <span style="float: right;"><b>\$172,842</b></span>	Vickie Nunes, College Business Officer

	<p><b>Total Allocation thus far</b> <b>\$453,735</b></p> <p>Basics Skills Expenses for 2006/2007                    \$52,201.73</p> <p>    for 2007/2008                    <u>\$36,043.44</u></p> <p>Total Expenses thus far                    \$88,245.17</p> <p><b>Total Amount Available in both Basic Skills fund    \$365,489.83</b></p> <p>Reviewed this fiscal year's 1310 budget that included Cañada's FTES goal, convert to WSCH, WSH/FTEF Production Goal, number of FETF Faculty needed, number of FTEF full time faculty available, number of FTEF part time faculty needed, the average cost per part time FTEF, and the 1310 budget dollars needed from ending balance of \$416,459.42. \$471,459.42 is the projected amount needed to cover 1310 expenses, however we will need \$55,000 from our growth fund allocation to help cover this shortfall.</p> <p>Also informed members that our District has informed us of some ongoing College maintenance costs that will be shared with each of the Colleges.</p> <p>The College does have facility rental income but wishes to keep this aside so as to cover the wear and tear of the facility areas rented out.</p> <p>President Mohr added that Instruction/Student Services Council will be looking at the Justification statements for faculty and staff on November 28<sup>th</sup>. ISSC will prioritize these positions based on the needs of the whole College and forward this on to Planning &amp; Budget for their review. Planning &amp; Budget Committee will make their hiring recommendation to College Council based on the funds available for new hiring.</p>	<p>Thomas Mohr, President</p>
<p>4) ADJOURNMENT</p>	<p>The meeting was adjourned at 3:30 p.m.</p>	<p>Joan Murphy &amp; Martin Partlan, Planning &amp; Budget Co-Chairs</p>