**Members Present:** Debbie Joy – College Council Co-Chair, Maria Lara-Blanco – CSEA Rep, Phyllis Lucas-Woods – Vice President of Student Services, Joan Murphy – Classified Senate Rep, Martin Partlan – Academic Senate President, Katherine Schertle – AFT Rep, Ron Trugman – College Council Co-Chair,  
**Ex-Officio:** Thomas Mohr – President, Vickie Nunes – College Business Officer, Gregory Stoup – College Researcher  
**Guests:** Eliazer Ayala-Austin, Aja Butler, Patty Dilko, Robert Hood, Monica Malamud, Rita Sabbadini, Bart Scott, Janet Stringer, Katie Townsend-Merino, Terry Watson,

<table>
<thead>
<tr>
<th>AGENDA</th>
<th>CONTENT</th>
<th>PRESENTER</th>
</tr>
</thead>
<tbody>
<tr>
<td>1) APPROVAL OF MINUTES OF 9/3/08</td>
<td>The minutes were approved as submitted with one abstention.</td>
<td>Joan Murphy &amp; Martin Partlan, Planning &amp; Budget Co-Chairs</td>
</tr>
<tr>
<td>2) PUBLIC COMMENTS</td>
<td>None</td>
<td>Joan Murphy &amp; Martin Partlan, Planning &amp; Budget Co-Chairs</td>
</tr>
<tr>
<td>3) BUSINESS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>I. Overview of Planning &amp; Budget</td>
<td>The document “Planning the Budget Philosophy and Constitution “ was handed out and reviewed. Discussed with members the purpose of the Planning &amp; Budget Committee which is to advise the College Council on planning and budgetary issues.</td>
<td>Joan Murphy &amp; Martin Partlan, Planning &amp; Budget Co-Chairs</td>
</tr>
<tr>
<td>II. Understanding of Planning Diagram &amp; Shared Governance</td>
<td>The College Strategic Plan chart was reviewed and discussed. The chart gives a basic picture on planning for our College. It is being introduced to the Shared Governance bodies on our campus. It is also being incorporated into our Educational Master Plan. The Planning Structure Implementation Entity chart was also reviewed and discussed. This chart also needs to be reviewed and discussed with the College Senate groups. The chart shows two new proposed bodies – Instructional Program Planning Council and Student Services Planning Council. The composition of these two councils has not been formed. It was noted that this is a draft. There is no order to the boxes on the chart and that they represent a flow of information. Both charts will be presented at an Academic Senate Study Session for review and discussion on what the planning cycle means and how engaged in Shared Governance.</td>
<td>Joan Murphy &amp; Martin Partlan, Planning &amp; Budget Co-Chairs</td>
</tr>
<tr>
<td>III. Educational Master</td>
<td>A draft of our Educational Master Plan was handed out and reviewed. This</td>
<td>Thomas Mohr, President</td>
</tr>
</tbody>
</table>
Plan

IV. Budget Update

A State budget has not yet been approved. No mid-year cuts have been anticipated. Our final allocation for this fiscal year is $13,067,570.

A review of tentative costs was given that included:

- Allocation for 2008/2009: $13,067,570.00
- Position Control: $9,253,257.74
- Hourly Salaries: $3,776,441.00
- Non-salaries: $618,264.13
- Total Expense: $13,647,972.87
- Shortfall: ($580,402.87)

Has been able to cover the deficit amount with some one time funds that include Prop 20 funds, Enrollment Growth, Salary Savings, one time EMBA fund, Verizon account, and Nursing contract. It was noted that we have spent approximately $196,000 on Accreditation matters.

V. Basic Skills

Dean Katie Townsend-Merino gave a brief update on how the Basic Skills Committee was progressing.

Vickie Nunes gave a budget update on the Basic Skills program going through the allocated funds received and expenses for 2007, 2008, and 2009.

- Balance from 2007 allocation: $96,580.55
- Balance from 2008 allocation: $168,441.00
- New allocation for 2009: $163,676.00
- Balance: $428,697.55

VI. Enrollment Update

Reported for Fall 2008 that enrollment is up 2.4% with headcount up by 4.3% FTES has increased by 4.9%. It was noted that CBET and Concurrent Enrollment is not included in these figures. WSCH is 4.9%

4) ADJOURNMENT

The meeting was adjourned at 3:00 p.m.