Los Angeles Mission College  
Budget and Planning Committee  
MINUTES  
January 07, 2010  
Campus Center, Room 4 from 12:00 – 1:00 p.m.

Present: Stephanie Atkinson-Alston for Cathy Brinkman, Cristina Beltran for Eloise F. Cantrell, Karen Hoefel, Lilamani De Silva, Leslie Milke, Frances Nguyen, Luz Nunez, Maury Pearl, Zoila Rodriguez-Doucette, Sandy Thomsen, Debbie Wong  

Absent: Milena Garrido, Joe Ramirez, Alma Johnson Hawkins  

1. Meeting was called to order by Co-Chair L. Milke at 12:07 pm  


   **MOTION TO APPROVE MINUTES:**  
   M/S/P M. Pearl/L. Nunez  

3. **College Financial Update/Fiscal Policy and Review Committee Request to Review College Fiscal Conditions:**  

   The college is facing a $1 M budget deficit for fiscal year 2009/2010. The college is preparing a list of possible ways to eliminate this deficit. There will be enrollment tracking and possibly a change an enrollment cap. Currently the college’s enrollment cap is higher than what the district mandated. The college hopes to keep this higher enrollment and not cut back. The college has taken a $2.5 M reduction in revenue from last year and is trying to keep the Departments in line on their spending. The state is not paying for any growth in enrollment.  

4. **Update on Budget Operational Plan Process**  

   Frances sent out a memo to departments reminding them of the upcoming deadlines. The deadline to update unit plans was December 31st. Some departments have not completed their Op Plan yet. The committee needs to come up with some strategies of informing the department of the lack of funds in a particular area. Maury to work on a master list of updated resource requests and send to the department’s VP. After their review and recommendations, they will be sent to this committee for approval. The committee will discuss these in February’s meeting. Frances and Maury will work on a reminder memo of deadlines to submit the unit plans. The memo will include the allocation of resources.  

ADJOURN: Meeting adjourned at 1:00 p.m.  

Next Meeting: February 4th, 2010