
Guests: Judith Valles

1. Meeting was called to order by Co-Chair L. Milke at 12:10 pm

2. Reviewed/approved of the minutes of August 5th, 2010.

Minutes were approved with minor corrections.


Total Balance for FY 2009/10 was $902 K. This included $1.3 M for workload reduction, $120 K for switching to CalPers Health Insurance, $25 K in Operating Expense for terminating the lease in the Foothill Building and $200 K for funding support from American Recovery and Reinvesting Act money. This was carried over to FY 2010/11. Final budget for FY 2010/11 was approved last Wednesday for $27.1 M. The funding base is for 6,074 FTES. The college is still projecting a deficit due to new building operating expenses, step and column increases.

4. Criteria for resources allocation and prioritization

The criteria to allocate any type of funding available of over base requests from division heads was discussed. A rough draft rubric was presented to the committee for review and suggestions. It was suggested that the role of this committee was to established priorities based on guidance from the president and college council depending on the needs for the college for the current Fiscal Year. Suggested criteria for scoring was; support for student success, support community relations, external state mandates, potential for cost savings/leveraging, revenue enhancement, college goal line, one time requests, support maintenance for new buildings, support for new programs and services, support staff for new buildings and overall fiscal impact.

Assignment: Leslie, Maury, Roman, Cathy and Zoila to narrow down, “tease it apart” the suggested criteria and bring their recommendations to the committee next month.

5. Update on schedule of SFP report to the committee

A draft Invitation Letter was reviewed. It was suggested to invite SFP representatives to come to our committee and have a conversation with us to get a sense of who they serve, what they are doing in relation to the college and how we can better work together as an institution. It was suggested to invite two SFP managers per meeting starting next meeting.

Assignment: Alma, Frances, Eloise, and Cathy to get together and work some more on the Invitation Letter to SFP. Alma will send to everyone for approval.
6. **Update on the operational plan process**

The task force did not meet last time. Frances to send out a survey to department chairs to get some feedback about the process.

**ADJOURN:** Meeting adjourned at 1:40 p.m.

Next Meeting: October 7th, 2010