Meeting was called to order by Co-Chair L. Milke at 12:11 pm.

1. Reviewed/approved minutes (June 3rd, 2010)

Maury motioned to approve the minutes. Luz seconded the motion, and the committee approved the minutes.

2. College Financial Update –FY 2010/11

J. Valles informed the committee that the college began fiscal year 2010/11 with an estimated $802K positive balance. The proposed final budget for 2010-2011 is $26.7M. The college is facing more expenses due to salary step increases and utilities and housekeeping costs for the new HFAC building and coming opening of Consumer Studies building (projected at $170K). The college is also facing faculty and classified hires and replacements. The faculty positions include Music, Sociology, ESL, Developmental Communications, Food Services, Accounting, LRC Director, a full time counselor and a 1 year limited counselor. Except for the 1 year limited counselor, all the faculty positions will count towards the college's Faculty Obligation Number (FON) and amount to approximately $733K. The opening of the new building necessitate the hiring of new classified positions which include a PE Athletic Facilities Assistant, a Athletic Facilities Assistant, and an HVAC Technician, which amount to $190K. With the new Family and culinary building opening, the college will probably have to hire more staff. If the college hires all the necessary staff, the college will go into a deficit projected at estimated at $2M. Some funds may become available in the future, but it is not certain at this moment. J. Valles expressed her confidence in potential new revenue from the Community Education Program and congratulated Z. Rodriguez for having the only bookstore in the district to finishing the year with a positive balance.

3. Committee Goals for 2010-11 & updated committee membership (new appointments)

L. Milke announced that Yoon H. Yun replaced Debbie Wong. Roman Juarez is filling a vacant position, John Morales is no longer in the committee, C. Brinkman is a new member representing SFPs, and she is waiting for the Senate to appoint Sandy Thomsen's replacement. J. Valles appointed A. Johnson-Hawkins to be the co-chair of the committee.

L. Milke said the committee's goal for this year is to continue the operational plan process and to simplify the operational plan form. The committee agreed to begin the operational plan process in mid November to complete the process in February. Workshops will be offered to help unit managers complete their plans.

The committee agreed to explore the development of a coordinated process that includes the application for various funding sources such as CTEA and Basic Skills with the unit plan so the plans can be coordinated better.
**Assignment:** Frances, Cathy, Roman, Alma, Yoon, Maury, and Lilamani will review and make recommendations.

4. **Schedule of SFP report to the committee**

   **Assignment:** Alma and Frances will review the list of SFPs and will recommend to the committee a list of SFPs that should present to the committee so the committee can understand the work done by the programs.

5. **Over base requests**

   The committee agreed on the need to have a transparent set of criteria, rational and priorities to guide the review and ultimately the allocation funds. Discussions at the retreat will help in the development of the criteria.

   **Assignment:** Leslie, Roman, and Zoila will develop the priority criteria to be used by the committee for the allocation of funds.

Meeting adjourned at 1:24 PM.
Minutes prepared by Roman Juarez.