MINUTES

PLANNING & BUDGET COMMITTEE

Date: November 23, 2010
Time: 3:30 p.m. – 5:00 p.m.
Location: SAS 314

Members Present: Baba Adam, Kenneth Bearden, Teri Jo Buckman, Rebecca Hernandez, Les Jauron, Ken Meier, Al Renville, Peggy Jennings-Severe, Trevor Stewart, Andy Suleski
Members Absent: Jo Anne Cripe, Ruth Ann Hansen
Guests:

I. ACTION ITEMS
Kenneth Bearden called the meeting to order at 3:32 p.m.

a. Consider approval of 09/28/10 Minutes.
The minutes of the 09/28/10 meeting were approved as amended. MSC Hernandez/Adam

II. DISCUSSION
a. Enrollment Update
Al provided a short enrollment update. We are on target with projected enrollment. Winter Session will be reduced by 25 sections and Spring will have some reduction as well. Most of the reductions are replacing non-core classes with core classes. There will be 38 fewer sections this Spring than last Spring.

b. Budget Update
Andy provided a budget update and reviewed Erik Skinner’s November 12, 2010 memo. The LAO’s office released their Fiscal outlook and stated that without major corrective action, the state budget will have a $25.4 billion shortfall over the 2010-11 and the 2011-12 fiscal years. The current year shortfall will be addressed in a special session. Currently, the state projects a shortfall to community colleges of approximately $230 million which equals approximately $2.3 million to Butte College. We will continue to plan for both mid-year budget cuts and the 50% law. We will attempt to avoid across the board cuts at this time. We are planning strategically to continue to take steps forward, but we may have to ask the VP's and Directors to look at what we can do without.

c. 2011-12 Budget Criteria
This Committee made no recommendations for changes to the Board regarding the 2011-12 Budget Criteria. At the November 17, 2010 Board Meeting, the Board of Trustees revised the Budget Criteria to reflect the following under Procedural Guides: “salaries and benefits do not exceed 84% of the total unrestricted budgeted expenditure”.

d. Charter Revisions Update
Andy reviewed the changes that were approved at the last meeting to the Charter – items A.1.d.3 and A.1.d.4. He presented these changes to the President and she approved.

e. Changes to PBA Process
Les reviewed the PBA process. We continue to refine the process and have reduced the steps from 13 to 7.

f. Fall Forum Feedback
The forum was successful. We have been able to stay positive with the forums and want to continue to do so. We don’t know what the January proposal will look like yet, or what kind of message we will need to bring to the campus at our next forum.
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III. ITEMS FOR NEXT AGENDA
   • Budget Update

IV. ADJOURNMENT
   At 4:56 p.m. the meeting was adjourned