

APPROVAL OF MINUTES DATED MONDAY, February 23, 2009

M/S/C Sergio Lopez/Michael Heumann to approve the Minutes of February 23, 2009, with a correction made on page four correcting the spelling of Kathy Berry's name under Adjournment.

Motion carried.

AREA REPORTS/UPDATES

Program Review

Vice President for Academic Services Kathy Berry reported the following:

- Reported that the Education Master Plan/Program Review process is going slower than anticipated; she stated the information coming out of program review is very thorough and based on what has been learned, the committee would be making changes.
- Announced that May 1st would be the committee's deadline to complete program review summaries and the Education Master Plan.

Vice Chair Heumann asked if the May 1st deadline would impact the budget time table. VP Berry indicated that it would because program review, planning and the budget all tie in together. VP Berry stated the committee has been working with VP of Business Services John Lau to make it possible to input program review right into Banner instead of having to input the budget twice.

Budget Update

Vice President for Business Services John Lau reported the following:

- Reported that the task force is looking at the program review form and would be recommending some restructuring to make the form more budget oriented and user friendly. He indicated he would bring back their recommendations.
- Reported that he is meeting with all division chairs who administer the budget. He stated he is asking that they be familiar with their budgets and utilize it as a managing tool. He also asked managers to create details that support their expenses.
- Reported the budget is on track, and Director of Fiscal Services Carlos Fletes has sent an "all users" e-mail asking everyone to encumber all their expenses as of April 20, 2009 through the end of the year. He stated the District is looking at a shortfall of \$3.8 million, and this would help determine what the projected reserves would be in June.
- Labor negotiations are about to begin and letters have gone out to both unions requesting a reopener.

President's Update

President Gould reported the following:

- President Gould announced that as a follow-up to the District going from odd to even years, he would be going before the Board of Supervisors on March 17th.
- Announced that as a follow-up to the Board of Trustees' request to go from an at large election to District elections, he would be meeting with the County Superintendent of Schools next week. He stated these elections have different processes and they go through the County Education Committee which is headed by the County Superintendent of Schools.