Minutes

Monday, January 31, 2011
1:30 pm – 3:30 pm
Fourth floor HLRC


Rebecca called the meeting to order at 1:30 pm.

Rebecca provided background on the need to establish principles for prioritizing. Since the budget crisis is so severe in California, the funds the college will receive will be reduced for 2011-12 by an amount that is not known at this time. The college president has charged the Planning Committee with developing principles for prioritizing programs and services that can be used in the budget development process at West. The Planning Committee proposal for prioritization principles will be presented to the College Council for approval; then it will be forwarded to the college president for approval and implementation.

Rebecca described the background materials that were distributed to members of the Planning Committee in preparation for the meeting:

1. College mission, vision and values statement
2. West’s Budget Management Proposal (1/20/11)
3. District Budget Committee – Budget Planning Principles and Priorities
4. Legislative Analyst Office – The 2011-12 Budget: Prioritizing Course Enrollment at the Community Colleges
5. CCLC statement on student success, budget priorities and the census proposal

West’s Vision & Mission statements were presented on the projector screen for members to keep in mind when discussing the principles. Discussion followed regarding cutting programs which also involves cutting people: When you start cutting programs, you will eventually have to cut people also.

There was wide-ranging discussion about funding implications for programs and services at West. The details that are known at this time regarding funding for FTES and potential changes in funding levels were described by John Oester. There was discussion about efficient utilization of facilities and possible savings for utilities. The importance of following established campus policy and process such as program review and program viability was emphasized.

The group decided to base the college statement of principles on the statement of principles from the District Budget Committee. The group decided to tailor this list to reflect West’s vision, mission and values, and to incorporate the various ideas that had been generated on campus. The resulting “Principles for Prioritizing Programs and Services” (attached) encompasses 12 principles.

The meeting adjourned at 3:53 pm.