

**Student Services Planning and Budget Meeting Notes**  
**Wednesday, January 21, 2009**  
**Administration Conf. Rm. 106**

**Attending: Beckum, Corrao, DASB, Griffin, Hunter, Irvin, Kawazoe, LeBleu-Burns, Marquez, Mieso (Moberg), Sellitti, Winters**

Item	Discussion/Comments	Outcome
<p>Process to use and review PRs</p>	<p>The group reviewed the proposed PR document distributed.            Griffin provided an update of the recent Board meeting – The Board did not ask for any review of budgets and hold on open positions. No reductions planned for 08-09, no March 15 letters for 09-10 but does not cover classified. Part-time faculty affected this year with the reduction in sections for winter quarter.</p> <p>Sellitti update on the budget – district is pushing for benefit reductions, separate from the program reductions.</p> <p>Griffin – what are we going to do with the information from PRs? Comment – whatever the debt is De Anza must come up with 50%, roughly a three million dollar shortfall.</p> <p>Group agreed to look at PR on a weighted basis.</p> <p>Griffin will send PR criteria used for 03-04 and 04-05 breakdown sheet.</p> <p>Due date is Friday, February 27.</p> <p>Remind everyone to use the same format.</p> <p>C: Espinosa-Pieb, Jeanpierre, Murphy</p>	