I. DISCUSSION/ACTION ITEMS
   At 3:34 p.m., Peter called the meeting to order.

   a. Approval of the 9/24/19 Minutes
      The 9/24/19 minutes were approved as presented.

   b. Unit Planning Guidance
      Greg presented the Unit Planning Guidance to the Committee and asked for input. We have dropped another 200 FTES in the current year. We are not asking for budget reductions at this time, but each vacancy will be reviewed and prioritized for replacement. The Committee recommended a few edits. The Committee approved the Unit Planning Guidance with Greg to make those edits prior to sending out the Unit Planning Guidance campus-wide. *MSC: RW/KB*

   c. Budget Update
      Andy provided a budget update to the Committee. For the current year, we will not know what the funding rates will be until December. Since the SCFF funding will stay at 70/20/10, we will have to wait for all numbers to come in before establishing funding rates. The data for 2018-19 is due on November 30, 2019 to have it included in the Chancellors Office numbers. There will be an opportunity to correct data in January 2020 and in February 2020 we will have the new rates. We know what our numbers are because we are held harmless to 2017-18 FTES of 10,383. The 2020-21 System budget requests for next year include: COLA + 1% to fund SCFF and hold harmless, full-time faculty, part-time faculty, EEO and Pro Dev support, non-prop 98 fuds to keep PERS and STRS rates stable, capital outlay projects and Financial Aid reform. The System requests are ambitious and they will start the budget process later this fall. The 2020-21 funding rates are expected to be the 2019-20 funding rates + COLA. A cost of living index may be built into the funding formula for areas that do not have a lot of financial aid students like the Bay Area.

   d. Budget Criteria
      Andy provided a review of the Budget Criteria for 2020-21 and the proposed changes. There were no additional recommendations. The Committee approved the Budget Criteria for 2020-21. *MSC: RH/YZ*

   e. Forum Dates & Times
      - December 19, 2019 @ 11:00 – 1:00 p.m. CFE – There was discussion regarding using this forum to answer questions regarding the PG&E PSPS outages. Following discussion, it was determined that a FAQ page would be more beneficial. We will plan the Budget Forum at the next meeting on November 26, 2019.
      - February 25, 2020 @ 3:00 – 5:00 p.m. CFE
      - May 28, 2020 @ 11:00 – 1:00 p.m. CFE
II. PENDING ITEMS
None.

III. ITEMS FOR THE NEXT AGENDA – Tuesday, November 26, 2019 @ 3:30 p.m.
   - Forum Planning
   - FON Update
   - 1st Quarter 311 Report

IV. ADJOURNMENT
   At 4:35 p.m. the meeting was adjourned.