

Management Council
February 25, 2010
1:30 p.m., LA-207

Present: Sue Abe, Michael Aldaco, Tim Clow, Terence Elliott, James Eyestone, Vicki Ferguson, Frank Hernandez, Aleks Ilich, Helen Kalkstein, Bruce King, Viviane LaMothe, Priscilla Leadon, Susan Lee, Marva Lyons, Carol Maga, Mariles Magalong, Jeanette Moore, Jennifer Ounjian, Darlene Poe, John Wade, , Janis Walsh, McKinley Williams

Absent: Linda Cherry

1. Reports – **DGC** - John said DGC discussed the budget and new allocation model. The money is coming to the campuses and we will have control our expenses. Roy Stutzman will provide consultation to the new consultant as he will be bowing out of our district. DVC faculty requested evidence to show it costs more to educate specific kinds of students. Kindred declined to take on this research at this time because of configuring the new allocation model district-wide.

District Management Council – Viviane said they met and a lot of discussion on the survey monkey regarding salary reduction. The consensus was still a “no” from managers, supervisors and confidentials. Gene will be sending out an e-mail about a meeting regarding bumping and retreat rights. Viviane said we need another representative for DMC. Terence has declined to participate on this Council. DMC meets on the third Tuesday from 3:00 to 5:00 p.m. No one volunteered.

DEEOAC – Mariles said we have a new chairperson for our college committee – Terence Elliott. We are still planning a district-wide retreat and a task force is working on the retreat details. The dilemma with planning the retreat is that the EOP (equal opportunity plan) has not been board approved and that plan defines what the charge of this committee. Our college committee lacks a classified representative. In the meantime while we wait for governing board approval of the EOPS, our college committee wants to plan some activities on our campus. While the State is looking at alignment with Title III, we are looking to have speakers and panel discussions on campus regarding diversity. Terence said this topic came up in conjunction with the recent spree of violence in our community. Therefore, we might want to have a younger person to talk about the current culture we are dealing with in our community.

Management Staff Development – Helen said that DVC informed them about their new administrative program called ASK (Administrators Seeking Knowledge). Some of their topics include: Budget 101 for managers, shared governance, academic senate, positive leadership, the education code and Title 5. Helen will e-mail the complete list to all of our managers. Perhaps some of these topics could be discussed at our management council meetings.

College Council – Jennifer said there were a couple of items that were discussed that are worth mention. 1) Our district lawyers said College Council is not a Brown Act meeting and the Academic Senate has some discrepancy since Academic Senate still follows the Brown Act. There were some on the Council who felt the Brown Act lends itself to transparency of information and therefore College Council should continue to follow the Brown Act protocol. The Academic Senate will also continue to follow the Brown Act protocol. Jennifer also proposed by-laws for College Council. She has done some investigative work by researching other colleges and collecting sample by-laws. She will bring these samples back to College Council. 2) College Council also had a presentation from Richard Akers in regards to the Martin

Padilla Plaza located outside of the SSC. All of the ideas require money and the raising of funds needs to be addressed. Richard was going to send College Council, via e-mail, the presentation. Jennifer will do that. She passed around a hard copy at the Management Council meeting. Ideas vary from a few thousand dollars to ten thousand dollars that include a pedestal, bust of Martin, a plaque on the pedestal and possibly a red sweater. Other items discussed at College Council were the budget and remodel updates. The College Mission Statement was approved as is and we recognized Monty Gayton as the employee of the semester. Mack asked if we should vote to have a consensus on our desires to proceed with the Martin Padilla Plaza memorial.

2. **Collective Bargaining** – Mack said last night the board approved the reopeners for UF and one of the items to be addressed is banked load. There is a document being distributed from UF that provides the evaluation process for all faculty. The thick document replaces the current book. Carol said she looked at the probationary faculty evaluation section and it looked improved from what we currently are using. Helen said the real changes are in the content of the forms.
3. **Budget** – Mack said the district was to present us with the final allocation model on March 8th but that is now postponed. There will be another Chancellor's Cabinet meeting before the final allocation model is revealed. We are still in throws of budget reduction. As of last night, there were four academic positions reduced at LMC and DVC. Mack said he will talk with individual managers about budget reductions in their area next week. Originally we were working with a 1.7 million dollar figure reduction but unfortunately that has risen. Mariles said one of the reasons the district cannot pin point our budget is because the district has never funded some of the costs we are now expected to assume such as banked load. Starting in the 2010 -11 fiscal year, we are expected to budget for banked load. Classified vacation was also not budgeted by us so we are going to start budgeting for that as well. We will ask the district to help the college project these costs looking at costs in recent past years. The transfer center and staff development monies are other costs that were previously covered by the district. Other costs that we must now pay for are instructional service agreements such as cosmetology and the Shakespeare Festival. Mack said the instructional services agreement will have to be paid out of our FTES allocation. Kindred is trying to assimilate all of these items. As of this week, Kindred is projecting a 1% decrease in revenues. We are all projecting a 7.5% increase in health benefits. A lot of other districts are projecting a 10 to 15% increase for health benefits. Unemployment insurance jumped to 7.2% this year. PERS increased to 10.2%. The district will subsidize us 1.7 million in 2010-11 but the other 1.7 plus million, we have to pay. We will have to reduce our budget another \$400,000 every year starting 2012 for four years on top of the 1.7+ million to cover our remaining debt. Mariles said we have tried to make up our reductions through attrition but unfortunately all of the retirements and resignations this year does not give us to the numbers we need to fulfill our payment. Frank asked what the shortfall is even after the retirements and resignations. Mack said it was approximately \$600,000 to \$700,000. Jennifer asked if there will be any March 15th notices. Mack said no there will not be any March 15th notices to managers or faculty. But that does not mean we cannot reduce classified managers. If we can find other monies to pay for managers' salaries, that will help. Whatever kind of reorganization we are going to have to make needs to be completed by June 30th. Mack said Executive Staff will have another meeting on Monday or Tuesday to look at this new information (increased debt) and continue discussions to look at position reductions. The bottom line is we are going to have make significant reductions next year and continue reducing over the next four years unless we receive approval from the State for additional growth. Mack said it looks as though the State is going to raise fees significantly which will probably mean a decrease in enrollment. Mack said he wants to protect as many positions as possible but he doesn't know how long he can stave off that stance. Even giving up our current vacant positions, it is still not nearly enough. Reducing our operating expenditures is

going to be difficult. In tomorrow's President's Cabinet, we will talk about a College Budget Forum and discuss how we can share our dilemma with the community in order to expand on ideas on how to cut expenses or ways in which we can generate more money. Mack said other colleges are looking at hiring a sales person to do contract education with companies and their employees in order to boost their revenues. There are entrepreneurial ideas and we have to look at every possibility. Even though we have until June 30th, we have to complete our budget in March. Mariles said the district has generously offered us the services of Nick Dimitri for the month of March to help us put our college budget together. Jennifer said the uncertainty is disconcerting with no exact numbers. Mariles said we can at least look at least 1.7 million reduction in our 2010-2011 budget and we are at least \$600,000 short of that right now. Mariles said it might be helpful to find out what other colleges or districts have done. Mack said other colleges have had significant lay off of employees. We are also trying to pay some existing salaries out of other sources such as grants. Mack will meet with Mike West next week. Mack said he talked to Greta about paper usage on campus. Greta told him when everyone had to use the reprographics department, we didn't spend as much on paper. Our copying costs have risen significantly because of the access to copy machines in the different offices. The divisions are will discuss the copy costs with their division to hopefully decrease copying costs. Frank had some concerns about us offering a summer session. Has anyone in our district looked at what the projection would be if we didn't offer summer session? Mack said our FTES is hugely productive in the summer, more than Fall and Spring. Mack continued to say if we cut our summer schedule significantly, we would have to make up the 670 FTES in Fall and Spring. We were at 18.3 productivity last summer when we are only at 16.7 productivity this Spring. Carol said there are reductions of summer schedule. We tend to focus on our core academics for students to complete their general education during the summer. Carol said there have been discussions in the district to change our schedules to a four day a week schedule that would show a major cost savings. Jeanette said we cancelled summer session once before in the mid 80's. Terence asked about a compressed calendar. Mack said the best way in which to save is to furlough staff and close the college. Carol said we should continue these kinds of discussions. Frank mentioned closing during spring break. Carol said this would require union negotiations, but it is worth discussing. Frank said we need to discuss the issue throughout each constituency.

4. Gene Huff addressed Management Council on the Local 1 contract. Gene identified some of the most commonly discussed issues. Gene said the evaluation form for classified is updated and may be accessed off the district web page. You can save the form to your desktop in order to complete it electronically. Gene showed the managers the Local 1 contract in a PDF document.

Meeting adjourned at 3:50 p.m.

Respectfully submitted,

Melody Hanson
Senior Executive Assistant to the President