

**Management Council
Thursday, March 25, 2010
2:00 p.m., LA-207**

Present: Sue Abe, Linda Cherry, Tim Clow, Terence Elliott, Vicki Ferguson, Ryan Huddleston, Alex Ilich, Helen Kalkstein, Bruce King, Priscilla Leadon, Susan Lee, Marva Lyons, Carol Maga, Mariles Magalong, Darlene Poe, John Wade, Janis Walsh, McKinley Williams

Absent: Michael Aldaco, Frank Hernandez, Vivian LaMothe, Jennifer Ounjian

Everyone gave Dr. Elliott a round of applause for his doctorate he recently earned.

1. **Collective Bargaining** – Susan said they had a meeting. Banked load was discussed. They are preparing to open the contract. Darlene said there was no information about Local 1 negotiations. Mack said the district is offering another retirement incentive with 7 points added for medical in retirement.

2. **DGC** – Linda reported they talked about the budget, budget and more budget. Linda said Helen wants DGC policies of institutional effectiveness discussed as this is one of the accreditation recommendations. The 20, 25, 30, 35 and 40 year reception is scheduled for May 5th at DVC. Linda said there was also discussion about naming of buildings. It requires a lot of money to name a building. Naming the buildings as an asset development seems to be standard practice among community colleges. Helen Kalkstein mentioned that classrooms can also be bought and named. The Ohlone College newer campus had plaques on them named after people who gave money. John said CCC doesn't have any students involved in DGC. This was noted at the last meeting. DVC had three students and LMC has Christina Cannon our governing board student trustee. Mack said we will mention this to Jennifer.

College Council – Helen gave the report in Jennifer's absence. The Martin Padilla subcommittee will report on fundraising ideas for the Martin Padilla bust on a pedestal and the pedestal with a plaque. Jennifer will also bring back some bylaws from other colleges on their shared governance committees. There was also a facilities update report. Mack said we are finishing up plans on the new Student Activities Building. Mack said we did have a meeting on the armory building. Tuoro University pulled out of the agreement but the Department of the Army found another partner, City of Santa Barbara. Janis mentioned Chevron's lawsuit and the colleges owing over \$600,000.

DEEOAC – Terence said the meeting was cancelled at the last meeting. Our last two meetings have been cancelled. Terence said we will convene our college committee.

DMC – Vickie said there is a survey coming out soon for those interested in a PPO option. It has to be offered to the permanent current employees before it is offered to the retirees. The survey for taking a pay reduction was declined by all constituencies. Three academic managers at DVC and one academic manager at LMC received March 15 notices. Electronic management evaluation forms will be ready July 1.

Management Staff Development – Janis said no report.

3. **4/10 Schedule – Spring Break** – Mack said this subject first surfaced in Operations Council. Mack said he has received reports back in favor of this proposition. Helen Kalkstein said they have a rental where they will make money on that Friday. For those employees opposed, Mack

can mandate it with a week's notice. Marva said they may have parents that may need services during spring break if they have enough parents to cover the costs. The building is open for Head Start anyway. Ryan Huddleston said we may be able to cover the college with the parking officer. Vicki said student services employees are in full consensus. Darlene said she only had one employee and James has one employee that are against it. Mack said it sounds as though it is a go and employees will be expected to come in at 7:00 and leave at 6:00 p.m. or some variation thereof.

4. **Classified Reduction Schedule** – Mack distributed the Spring 2010 Classified Layoffs Timeline. Mack gave an example of a senior administrative assistant would bump the least senior administrative assistant at whatever campus they are at. We identified the potential positions of layoffs and they have been put on the bump list at the district office. Mariles said we won't be able to see a bump list from D.O. until around April 12th. Linda asked if there is any correlation with the incentive deadline and Mack said no, the retirement incentive deadline will be by April 30th. There was discussion about laying off classified managers and faculty. Mariles said that Local 1 is telling its members that they will be notified in time to take advantage of the retirement incentive; however, this timeline does not make that possible.
5. **Faculty Diversity Recruitment** – Mack said the district has developed a proposal internship program. Faculty in a master's degree program could teach in their field with a mentor teacher. Mack said there would be a recruitment for interns and put them through a program that would then join their master teacher in the classroom to gain classroom experience. The master teacher would receive a \$500.00 stipend. We would identify areas where we need teachers and new sections. Mack said we don't have a lot of new sections to use this program but we do have departments where we could use diversity. Mack will send a copy of the proposal to the managers. Mack said the costs will come out of the district budget but we will be "taxed" for it. Counseling has had several interns and we didn't pay for them. Susan said we might continue to promote the program we have without paying the \$500.00. Mack said he will take back our proposals.
6. **Budget Update** – Mack said he gave a budget forum last Wednesday and the audience was appreciative. He told the audience those numbers may change and that still is true. We are trying to be as creative as possible. Mack said he is catching some heat for using attrition to reduce our budget. Mack said our real challenge is next year we will not have business as usual. We will have to restructure and reorganize those duties left behind by those who retire or resign. We will be looking at the level of staff time we are putting into conducting business. Mack said we have been doing more with less but next year we will have to do a lot more with a lot less. Susan said she thinks it is extremely helpful for Mack to hold campus meetings and announce that we will have to do a lot more with a lot less. Mack said he will have a final budget forum once they get final numbers. Mariles said we have to keep in mind that we are also implementing a new budget formula and there may be some things that fall between the cracks. For instance, we no longer have any TTIP funds so how are we going to fund those items this year. There are a lot of variables with the implementation of the new formula. Mack said one of the new budget options will be to move salary items from classified to management or vice versa. Perhaps we can use C-contract monies somewhere else if needed if we don't need all of our C contract. Managers discussed options for making. Carol mentioned fee based courses, flea market every Saturday on campus. Terence mentioned making some courses that are not associated with programs as fee based courses. Aleks asked what affect would that have on us reaching our FTES goals. Terence said he didn't know as we would need to discuss it. Priscilla said we have broken up a lot of our

low unit programs into certificate programs. Terence said that perhaps those classes could be offered as fee based classes. Carol said Jeanette is looking at the television courses and they are pulling them. We need to move to more on-line courses as less cost. Carol said we also don't know what the State is doing with tuition and how that will affect our FTES goal. Mack said we did a big campaign when the increase went to \$26.00 a unit and that helped us not to lose as many students as before. Mariles said after we cut for 2010-2011 we will have to turn around and cut again for 2011-2012.

7. **Around the Table** – John announced the Crab Feed on April 3rd. The Athletics Department is getting close to their \$50,000 goal.

Vicki announced she has raffle tickets for EOPS fundraiser. Also karaoke night tomorrow night from 6:00 to 10:00 for EOPS fundraiser.

Linda announced the Hall of Fame gala and induction ceremony is tomorrow night. Former faculty and staff being inducted are Bruce Carlton, Joan Tucker and former student, Mark Jackson. Plumbers and pipe fighters Union are also being inducted as they support our golf tournament. Friday, April 23rd is the Scholarship Awards Ceremony and where they will be honoring the Tarp /Gerringer family.

Priscilla said they are having their Expanding their Horizons conference tomorrow for middle school girls in the fireside room from 9:00 to 2:00 where they will focus on green jobs in math and science.

Helen announced the speech and Drama night tonight and Art event begins at 6:00 p.m.

James said they are receiving proxy complaints from media about faculty not being able to use smart classrooms at night. James said the deans need to put in password accounts for faculty using smart classrooms. This allows them access to the network. Mack asked if part-time faculty know if they need to ask for access to the network. Helen and Terence said they are informed when they are hired. James said the district has launched the beta of the portal. You get to it by clicking on the webadvisor pages to gain access to the Insight Data Portal. The Loggin is different than regular log in. Web advisor loggin is first initial, last name and last three digits of your id number (listed on your paycheck). James showed everyone how to get to the new portal. Students will see the courses they enrolled in. Eventually the staff e-mail will be integrated into the portal. James said the district is still deciding about e-mail accounts for retirees. James said the portal is good for posting committees notes and scheduling committee meetings and send out alerts on committees. James said the portal is for internal use. Students and employees are the only ones who have access to the portal. James said he will take the committee roster and have the district create the committee sites for us to post the agendas and minutes on the portal as this will replace the public folders on our current e-mail system.

There was discussion about students enrolling in classes through web advisor. Tim said the portal is a tool for instructors and encouraged the deans to know how to use it. James gave an impromptu training on Portal.

Ryan Huddleston said there was a shooting at DVC this past Saturday. The victim, a DVC student, is still hospital and charges are being filed. The shooting occurred at a non-college event.

Linda said they did receive awards for Bridges to the Future in the past. Last year we didn't receive monies and resubmitted the application for green policy and technology for Bridges to the Future and we just learned we made the first cut in the selection process. It is \$450,000. It is a summer program geared for seniors after their senior year to do a boot camp with a green focus and then compete for 25 summer green internships the following year.

Mack said he had lunch with a consultant from the State who mentioned if we were able to get a line item budget allocation then we would receive money forever. Brenda Harris said we need to lobby our politicians for a line time budget.

Food and Wine event is on Sunday April 18th. Culinary already sold 450 tickets. Students will be traveling back to China. Hoping for 9 students.

Priscilla said they purchased a point of sales system in culinary arts.

Meeting adjourned at 3:50 p.m.

Respectfully submitted,

Melody Hanson
Senior Executive Assistant to the President