

To: Management Council From: McKinley Williams  
Subject: Notes from September 29, 2011 Meeting Date: September 29, 2011

**Management Council**  
**Thursday, September 29, 2011**  
**2:00 p.m., AA-135**

Present: Sue, Abe, Nick Dimitri, Terence Elliott, Vicki Ferguson, Donna Floyd; Helen Kalkstein, Bruce King, Aleks Ilich, Viviane LaMothe, Priscilla Leadon, Mariles Magalong, Jose Oliveira, John Wade, McKinley Williams

Absent: Michael Aldaco, Susan Lee, Darlene Poe

1. **Collective Bargaining** – Mack said there were some discussions in Chancellor's Cabinet to use reserves.
2. **Committee Reports – DGC:** John said the meeting was extremely heated because of discussions regarding using district reserves. It seems as though the constituencies were concerned about upcoming furloughs for classified and managers as well as faculty having to pay for more of their benefits. There was discussion about taping public meetings. There was concern about when more cuts and give backs will come to fruition. Many attendees asked why does the district have such a large carry-over? John distributed the Budget Planning Scenarios that were distributed at DC showing the total district reserve that included the campuses reserve. There was a discussion and concern about maintaining a large district reserve during the next four years. There was also a discussion about taping public meetings.

**DMC** – Vicki said they met on Sept. 6<sup>th</sup> and held two main discussions: 1) management evaluations and the proposed revisions were submitted to the Sept. 14<sup>th</sup> board. Chancellor's Cab will devise a timeline for getting managers back on track for evaluation. There will be an expert at each site for management evaluation training with a sample evaluation and background information. Training will occur sometime in October. 2) Anthem Blue Cross met with DMC on Sept. 19<sup>th</sup>. We meet again on October 6<sup>th</sup> Final cost will Health Net be given an opportunity to respond. We meet again on October 6<sup>th</sup>. Mack said Chancellor's Cabinet also discussed management evaluations. We will continue the three year cycle.

**MSD** – Sue said the Management Staff Development Committee has not met yet. However, Mack said we did hold a staff development meeting with Ellen Geringer, Kelly Ramos and Sue Abe. The members discussed possible joint projects to maximum staff development funds. The local planning group will still approve flex activities. Professional development for classified was also discussed and this idea was implemented a few years ago on our campus. Mack encouraged managers to send their classified staff to workshops on campus as that would not cost us anything except time away from the desk. Mack asked the managers to identify one professional development activity for their classified employees to attend and report back to him in a month with that activity.

**Achievement Gap Committee** – John said they talked about developing a plan for our college because the other two campuses are not as far along as us. He said our committee suggested sharing our ideas with the other two campuses or we could propose our ideas to the district and they would incorporate all of the campuses. Donna cautioned that the other campuses are working on the achievement gap activities but they may not be reporting what they are doing. We had two students who attended our meeting. Wayne and Kelly have been attending district meetings and those meetings are not attended by the other two campuses. Donna said some of the activities we are initiating with the African American males is an activity that we engage in to help close the achievement gap. Donna continued to report that we are

talking about doing some *tabling* in the quad with faculty or classified. We need to look at what we are doing and how it impacts our students. EOPS and Financial Aid impact the achievement gap. Priscilla said four of the Perkins grants address closing the achievement gap. Terence gave a session to Chancellor's Cabinet on serving learning. Mack doesn't think we should stop our momentum because the district committee is taking time to implement activities. Helen said there is a lot of reinventing the wheel in a lot of places. Helen said the Basic Skills Committee has intervention strategies for students that helps with the achievement gap and we should collaborate those ideas. Helen suggested using a Portal dedicated to ideas of closing the achievement gap instead of attending district meetings. She thinks the three campuses will most likely develop similar activities. Mack reminded the managers that Helen Benjamin set aside district monies for district wide initiatives and that we also have \$40,000 for our campus initiatives. Helen Kalkstein suggested holding meetings on the internet. John said our campus committee will prepare a budget and proposal for our achievement gap strategies. Helen mentioned the conference called Strengthening Student Success scheduled for October 12-14 at the San Francisco Airport Marriott would be money well spent. She and Donna attended this conference last year. Kenyetta and Sherry Diestler and a part-timer are attending this year. Helen said this is good use of basic skills and achievement gap monies.

3. **Budget Update** – Mariles said the latest news is the audit of the HBA hours. The deans worked with Michael to ensure our hours were reported correctly. Donna said Shondra did a lot of work over the weekend and there were not a lot of discrepancies. We are still awaiting validation from the auditors. Mack said he was going to contact the district auditors to find out our status. Donna said initially we submitted our findings to Ronki, the district auditor. When and if the auditors want to meet with us, the meeting will be with Donna and Michael. Michael submitted our findings to the external auditors. Mariles said the budget is reviewed in the Traveling Road Shows.

4. **Campus Seismic Issues** – Mack distributed the campus seismic hazard remediation plan. The dollar figure presented by Thorton Tomasetti is 5.5 million dollars and Ray Pyle proposes it will cost 6.5 million dollars. The district is liable since we know of the condition of the buildings. We need to develop a plan to remediate the issues with our buildings. Mack said we have identified projects that would be paid for out of bond monies. The most serious issues will be ameliorated first. RDA money will be used to fix the boiler room and other items on the list. The estimated range of disruption is listed on the plan. Many can be completed in a month or month and a half. Mack initially thought the AA Building was worse than what it was. Mariles said once the campus center is built, we will retrofit the AA building to include more classrooms and the seismic retrofit for the AA Building will occur then.

5. **Safety Forum** – Mack announced October 5<sup>th</sup> at 12:30 to 2:00 p.m. in the Fireside Room we are holding a campus forum on safety to specifically address the bus stop situation. Jose said within the last month, college students have been victimized off campus i.e. Fordham and Greenwood, Shane Drive, Mission Bell and College Lane just past the wrought iron fence. The fence is no longer a barrier because students park on city streets avoiding paying for campus parking. Jose said we will present the forum offering strategies for self-protection, how to recognize other students in distress and how to report crimes. Mack said managers should attend to show our concern for our students' safety.

6. **Around the Table** - Priscilla said next month is a busy for conferences; however, the East Bay Career Advancement Academy Grant conference Oct. 7<sup>th</sup> at the Richmond Auditorium from 9:00 a.m. to 3:00 p.m. Helen Benjamin will be the MC and Congressman Miller will be in attendance. The conference will address closing the achievement gap. CCC Culinary is providing the food. Priscilla encouraged everyone to register as the workshops are free. Experts across the State will be present to discuss the achievement gap.

Mack announced the Homecoming game this Saturday at 3:00 p.m. He said the pep rally was well attended today. We have a homecoming queen and king this year. MC Hammer attends all our games as Coach Carter was his choreographer. Tailgate party starts at noon and there will be half time entertainment. Mack said we rekindling our school spirit.

Helen announced a discussion on the Real Great Debaters at 3:00 p.m. in AA-113. Eleanor Bosner-Raines is part of that discussion. Clay David offered a preview on the Fall production: *Vampires in the Bayou*. This production is scheduled for the end of October with a gala dinner. A lot of blood and gore so not recommended for children. Clay wrote the play with his students. The entire football play is playing zombies.

Donna announced fee-based culinary courses – *Wine and Food Pairing* with a cost of \$125.00 per person. *Starting Your Own Restaurant Business* is offered by Chef Denari. Claire Legassi may be offering a baking class.

Sue announced October is DSPTS month and they are offering a DSPTS film encouraging faculty to show it in their classes.

Vicki announced Transfer Day on October 11<sup>th</sup>.

Mack announced the Champagne and Chocolate Culinary event on Sunday October 16<sup>th</sup> October 14<sup>th</sup> is Empty Bowl event.

Melody announced the golf tournament on Monday and Mack was honored at the dinner by Dr. Benjamin and Eric Zell.

Mariles said Helen has been trying to email us to schedule Monday, October 3<sup>rd</sup> at 12:30 to 1:30p .m. in the Fireside Room for her campus presentation on permanent presidential hiring. There will be attachments to the e-mail.

Meeting adjourned at 3:04 p.m.

Respectfully submitted,

Melody Hanson  
Senior Executive Assistant to the President