

President's Cabinet

McKinley Williams

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11:30, President's Conference Room

Present: Richard Akers, Mercy Pono, Carol Maga, Mariles Magalong, McKinley Williams

Absent: Jeanelle Hope

1. Constituency Reports: Mack distributed a pamphlet that was handed out at Chancellor's Cabinet. Chancellor's Cabinet was given a presentation by Brighter Beginnings. This company states one's life expectancy is related to where you live and your socio-economic status. Mack said the presentation was fascinating and wanted to know if we should bring them to CCC for a presentation. Everyone showed interest bringing Brighter Beginnings to CCC to give a presentation. Mack will contact Brighter Beginnings and our staff development representatives to proceed with an invitation to our campus.  
Richard said the faculty survey was returned and the results were discussed in the Senate. Richard said Tim will review the survey and report back to him. The number one concern with faculty is time management and the feeling of having too much to do. Richard is researching time management workshops. Faculty feel that Fridays are not a good day for meetings. Richard will work on the promotion of class offerings on Fridays and Saturdays. Mack said we can help with this endeavor as management can encourage the development of the schedule so that more Friday and Saturday sections are created. Carol said during the remodel of the Music Building and the demolition of the Humanities Building, we will need to schedule classes Monday through Friday because we will definitely have a classroom shortage and we don't want to use portables. Richard said it seems as though we had a lot more activities on Fridays before we went to block scheduling. Having more Friday and Saturday classes would help our space utilization. Richard said we have success in bringing people to campus with outreach classes scheduled on Fridays and Saturdays. Mack said we will encourage the deans to begin discussions of Friday and Saturday classes in their division meetings. Carol said we have an afternoon college and classes scheduled in our off campus center in the Fall schedule.  
Richard continued his report stating that keys for the classrooms is still an on-going issue. The faculty that don't have keys don't seem to care. Mack said there shouldn't be any problem with faculty obtaining keys if they want them. Faculty may obtain keys through their dean and campus police. Mercy addressed the issue of safety for those faculty that don't have keys to classrooms. What do they do if there is a Shelter in Place? There was more discussion about keys to the classrooms. Carol said we cannot mandate faculty to have keys to the classrooms but she will check with the district office to obtain the legal opinion on this issue. It was agreed that card keys is the logical method to use; however the upfront costs are monumental. Mariles said we have now put \$25,000 a year into our scheduled maintenance for card keys for external doors of already existing buildings that will remain throughout the remodeling. New buildings are already being designed with card keys. Richard feels we are making incremental progress to this herculean task.  
Mercy reported they had to cancel their latest meeting because they didn't have a quorum. They are moving forward with the spa day and it will be "bigger and better." Spa day is planned for

April 24<sup>th</sup>. Chancellor's Chat is also scheduled on April 24<sup>th</sup> in the morning and spa day will begin in the afternoon. Acupressure, given by Jacinta Alfaro, will be added to spa day. All of the previous services will be included.

Mercy continued to report that Classified will host another luncheon and Richard Akers will be the guest speaker. Mercy said the Classified Senate Presidents, within the district, met. DVC's classified senate president is new, Jocelyn Iannuci, and Mercy and Linda Kohler, from LMC, are working with Jocelyn to help her ease into her new role. DVC had a planning meeting to review their accreditation status on a weekend that only included managers and faculty. Jocelyn was concerned that classified were omitted from this weekend planning session.

Mack reported the managers have a district-wide management meeting this Friday. It ends at 2:00 p.m. and managers will have to leave early to return for College Council.

2. It was decided to send out a more accurate draft agenda after this Friday's College Council meeting. We will add *Program Review Update – Wendy Williams* to the April agenda as a Non consent- action item and *Progress on our Accreditation Response – Carol Maga* under information/discussion.
3. District FTES – Mack said the district is going to be 5% over the district's goal which means we are getting close to our cap. We are approximately 197 FTES away from our cap. If we go over that number, we will be teaching classes and not getting reimbursed for those classes. CCC would like to grow. We will have to give the district a new FTES goal for next year on April 15<sup>th</sup>. DVC only wants to grow 1%. LMC will probably take the bulk of the 197. We previously said we would grow 1%. We will have a high demand with the current and expected higher unemployment rate which means we may not be able to meet the demand and, therefore, we may have to turn away students. Enrollment management will have to review this data. Richard said the words being used at the district are "intelligent growth." Mack said we have to shore up our district management enrollment data too. The real time data are not reliable for us. Tim's projection has been accurate the last two times. The information that comes from the district is not accurate as the numbers tend to be inflated. Carol said we also don't have a good method to control C-contract spending.
4. Cell Towers – this has been an on-going issue with Mack. The district sold the contracts to another company. We have five antennas on our campus, there are four antennas at the district, and three antennas at DVC. The money generated from these antennas is going into the maintenance budget at the district. Kindred is going to do a final analysis of these revenues. Mack would like to see us receive our fair share of the revenues. Mariles says that some of the contracts may be getting close to ending which will give us the opportunity to renegotiate the contracts. Mack said we are having a similar problem with the parking fees. All of the parking fees go to the district coffers and it is used police salaries. The monies should be used to repair our parking lots. We have been using bond monies and maintenance monies to repair our parking lots. Over a million dollars district-wide is collected from parking fees.
5. Faculty Housing at LMC – LMC has been in contact with a company to build condos for new teachers. Mack said we should approach our redevelopment agencies on this end of the county to follow suit. Suzanne Belleci from A Living Learning Community for Current and Future Teachers is the person in contact with LMC. This company provides affordable teacher housing. Mack will contact Suzanne Belleci to see if she can make a presentation at CCC. The housing project is for those enrolled in a teacher path program as well as current teachers. LMC

in the discussion phase and it appears they will proceed on this project. Mack said UC Davis offered affordable teaching housing some time ago to attract faculty to the UC Davis area. Mariles asked if this idea could be linked to the International Student Housing. Mack said the International Student Housing will be for profit and the affordable teacher housing would not be for profit. Aleks Ilich and Mack went to the San Pablo City Council meeting on Monday evening and made a presentation promoting International Student Housing in San Pablo. The Council was extremely receptive to their proposal. The developer is proposing 50-units at minimum. The first floor would be international businesses and the upper floors would be the housing units.

6. Graffiti – Mack said the college is being tagged a lot lately. It is gang tags mainly in men's bathrooms and hallways that show up after the weekend. Mack said we need to localize our classes to one building on the weekends and lock up all of the other buildings. Ceilings have also been tagged. Mack said we need to let the taggers know that we are not going to tolerate this behavior. Everyone on campus should be concerned about this dilemma. If anyone sees someone tagging, they need to notify police services immediately. We also need to report graffiti once it is seen. Mack said we will add this to the College Council agenda for April. Richard said Darlene Poe will circulate the costs of the graffiti clean-up so we can take a more pro-active stand against graffiti. Richard proposed that we not replace the mirrors in the restrooms and place signs in their place stating that the mirrors were tagged or shattered. Mercy suggested that we may want to have an anti-graffiti day. Mack said it is up to us bring this new sense of awareness to the campus. Mack recommended that Richard and Mercy take this issue back to their constituency groups for a heightened awareness.
7. Mercy said that she received an e-mail from someone at the Hercules Library. The Hercules Library wants to offer some workshops to their community over the summer. They are looking at workshops such as feng shui, scrapbooking, etc. They are not asking for a college class offering because they don't have the numbers to fill a class. We do have a teacher for floral arranging. Richard suggested to Mercy that she ask John Diestler for faculty names that may be interested in this proposition.

Meeting adjourned at 12:50 p.m.

Respectfully submitted,

Melody Hanson  
Senior Executive Assistant to the President