

President's Cabinet
Friday, November 13, 2009
11:00 a.m., President's Conference Room

Present: Kristina Bautista; Carol Maga; Mariles Magalong; Mercy Pono; Leverett Smith (in place of Richard Akers)

1. **Constituency Reports** – Classified - Mercy said we their winter retreat is scheduled on December 18 from 2:00 to 4:00 at La Strada's. Mercy will send out a Save the Date and Denine will send an e-mail to Mack requesting management's support. Five classified members have dropped out of committees for various reasons. A couple of them have been replaced. Mercy said the budget allocation mentioned in College Council sounds as though the process is completed and it is confusing as in DGC we are having expanded discussions about principles to develop for an allocation. Mack said there is a proposal for the budget allocation but nothing final. The proposal does not list the district's accountability and the district will add their expenditures. Mack said the proposal does not address all of the principles that DGC would like to address. Mack encouraged DGC to continue with their input.

Mercy said the air conditioning and heater system in the AA Building is not working properly as the temperature is at either extreme. We are continually opening the door to AA-203 and we are working with our fans on. We are telling classified we are in a budget crisis and then wasting heat or air conditioning. Mack said we will have Bruce take a look at it. The remodel of this building will take place in the spring of next year; however, the HVAC for the AA Building is not on the remodel list. Bruce has said the cost to repair the HVAC for this building is \$500,000 and we don't have the budget for it now. Mack said the solution to the SA building HVAC system is coming soon. There is not a problem with the entire HVAC system in the AA Building, just in some areas. Mariles said the opportune time to revamp the HVAC for our building was when we had the new roof put on; however, there was no money for this repair.

Students - Kristina said yesterday at their meeting each member on the board received 30 copies of their survey to distribute to students. A student attended their board meeting lamenting on the expense of books. The student wanted to know about if there is a book scholarship program. Kristina is ensuring the board abides by the by-laws. There are still 20 students on the ASU Board and others are petitioning to join. They want to start a senator shadowing program so incoming future senators will know what is expected of them. Mack praised Kristina and the students for stepping up and wanting to get involved. This is the first time in many, many years we have had this much student involvement in student government. Mack asked Leverett if he heard what DeAnza College did with book costs. A couple of math faculty wrote math books and sold them to students for a nominal price. Leverett said he knows book expenses are the single biggest expense our students incur. Mack will get some information on the DeAnza College model and send it to Richard.

Management – Mack said has finalized their healthy initiatives. We will do a walking program. We are hoping Janis will purchase the pedometers as we did before.

Faculty – Leverett reported on behalf of Richard. The Farm to Table programs needs at least 10 people to sign up or the program won't be viable on campus. A number of items discussed at the Senate--

departmental organization or consolidation will be on the next agenda. Also, residency requirements for credit by examination will be discussed. We are out of step with DVC and LMC on this issue and this may be hurting our enrollments as students are going to DVC or LMC to get credit that we may not give. Outside speaker forms is another item on the agenda. It is one thing to notify and another thing to have to get approval to have an outside speaker. The issue on SLOs with the submission of syllabus arose as this was raised with the accreditation process.

2. **College Council Agenda** – A draft agenda was distributed. Jennifer’s son is sick so she is not here. Mariles said she may need more than 3 minutes for the budget update depending on where we are with the allocation formula. We will put 3 to 15 minutes after that item. We need to add 20 minutes by Reports from Constituency Groups, not 15 minutes. Carol said 10 minutes will be sufficient for the Use of Campus Bulletin Boards item. Leverett raised concerns about the policy not differentiating between departmental and public bulletin board. Carol will change the title to Campus Public Bulletin Boards and tweak the policy to include departmental bulletin boards. Review of the College Mission Statement Process will be given 5 minutes. Report from the subcommittee to Honor Martin Padilla will be given 10 minutes.

College Council Agenda

Call to Order

Public Comment

Approval of Agenda

Approval of Minutes from November 11, 2009

Use of Campus Bulletin Board – College Policy C3011.0 in College Procedures Handbook – 10 minutes

Review of College Mission Statement Process – 5 minutes

Subcommittee to Honor Martin Padilla – 10 minutes

Budget Update – 3 to 15 minutes

Remodel and Other Measure A Activities – 5 minutes

Reports from Constituency Groups – 20 minutes

Announcements – 5 minutes

Next Meeting – February 10, 2010

Adjournment

3. **All College Day Program** – Mack wants to acknowledge our 60 years of educational success at All College Day. We had another retiree reception last week and Mack was thinking about inviting back an emeritus faculty to talk about the college how it was back in the day and have a new faculty talk about their impressions of the campus today. It would also be great to have a student talk about their experience years ago and a current student to talk about campus life today. And then perhaps we could petition a resident poet to write a poem about the college, perhaps Jeffrey Michels or Terrill Mead. We want to make the day celebratory as much as we can. Barry Benioff is working a montage video of the campus and people “then and now.” Mack said we will also have our group college photo taken as well on that day. He was thinking about a potluck but because we don’t have ovens down in the cafeteria it would be difficult to serve warm dishes. Mack said we still have our management fund to provide for the breakfast. It was suggested to have a Subway Sandwich lunch which would include a nominal price for the sandwich. Mack said it was discussed in Executive Staff how some of our faculty don’t know each other and perhaps we could have a monthly Subway get together in the cafeteria. Mack and Mariles will investigate the equipment in the cafeteria and see about the possibility of placing some more microwaves in the cafeteria in order to have a college-wide potluck. Mack says it sounds as though we need a committee to look into this. Carol requested the campus photo displays in the foyer on All College Day.

4. **Parking Fees** – Mack asked Kristina if the students met with the police on the parking fee issue. Kristina said the students voted not to support the parking fees. DVC voted to support it and LMC voted not to support it. Mack said Chancellor’s Cabinet approved the revised policy to be effective 2010. Semester parking fees will increase from \$35 to \$40 and the day pass will be increase from \$3 to \$4 and parking citations will also increase. Mack said all of our parking ticket dispensers will also be operable. Mack said employees will not be charged for parking because it is a benefit. Students also raised the questions about choice parking spots since parking fees are increased. Parking permits will also be obtained on-line.
5. **District Enrollment Management Committee** - Mack distributed the roster for the District Enrollment Management Committee. This committee discusses how to get students here, how to keep them here and how to tie marketing and outreach efforts to keep students. The committee looks as these issues from a district-wide perspective. Mack said we are instructed to look at the empty slots on the roster and fill them. We don’t have a student from our college so Mack asked Kristina to find a student. Executive Staff was not enthusiastic to complete the roster. Tim Clow has been added.
6. **Budget Calendar** – Mack distributed the draft budget calendar. We have to develop our FTES goal a bit earlier than what we had been doing. We need to know exactly what our FTES goal is because it is contingent on the proposed new budget allocation model. Mariles said Kindred said in the next couple of years the State is projecting a 12 to 14 billion dollar deficit We don’t know how that translates to community colleges let alone our district. Mariles reminded everyone to review the e-mail from Mike Todd from district payroll reminding employees that we will have more withholding held from our State taxes on our paychecks.
7. **Program Review – Final Recommendations** –African American Studies - Mack
Administration of Justice – Mariles
CCT – Mercy
Instruction Office – Kristina
Vice President’s Office – Richard/Leverett

Final recommendations will be discussed at the next President’s Cabinet meeting on December 11th.

Meeting adjourned at 12:10 p.m.

Respectfully submitted,

Melody Hanson
Senior Executive Assistant to the President