

President's Office
Thursday, December 9, 2010
10:00 a.m. President's Conference Room

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

1. Constituency Reports:

Faculty: Richard distributed handmade coffee mugs that he made and fresh squeezed juice.

Students: Joseph reported he has encouraged more ASU board members to participate in All College Day. Due to the dire financial situation, ASU will not sponsor as many social activities this year. Currently they are discussing student fees at all three campuses. CCC ASU will support a \$5.00 fee towards funding the ASU as they currently do not have a guaranteed source of funding. Student issues such as SB1440 and the achievement gap are also being discussed. Joseph attended the Academic Senate meeting to address the achievement gap and SB1440 issues. Richard thanked Joseph for his attendance at the Senate meeting last Monday.

Richard asked if the students are preparing for the March in March. Joseph responded affirmatively.

Management: Mack reported we are in a state of shock. Management is looking at the budget.

Classified: Mercy reported they the first of a two day workshop: Staying Centered in the Midst of Uncertainty. They would have liked more attendance but classified couldn't get away from their desks. The second session will be dealing with people around us. Winter retreat is Friday, December 17th from 3:00 to 6:00 p.m.

2. **Budget Update** - Mack reminded everyone to review the budget e-mail he sent yesterday. CCC is looking at 2.5 million in cuts. Since 90% of our budget is in salaries and benefits, unfortunately this will mean cuts in staffing. Mack is hopeful to have some answers by the end of January. There are some solutions that will hopefully relieve us from making staff reductions. Mack said we are in the infancy stages of conversations regarding cuts. Our sister colleges are in the same predicament and LMC may be in a worse situation as they did not make any cuts last year. The District is looking at a 1.3 million cut. Mercy asked about salary cuts across the board. Richard mentioned that Europe instituted permanent furloughs from 40 hours to 35 hours a week. Mack said some of these ideas are on the table. Although Chancellor Benjamin's philosophy is if we are going to become a smaller district then we do not need to maintain are current staffing. Mack said Peralta District is furloughing employees. Richard asked if we are creating strategies to help us with the reality of teaching the same number if not more students that we have done before. Mack said we may have to enforce our enrollment cap. As we reduce our dollars for instruction we have to be cognizant of the 50% law which means we have to cut managers and classified to balance the loss in instruction. Mack said we may have to hold emergency College Council meetings if there are circumstances that change our plans.

3. **Reprographics** – Mack said we had to make a change in reprographics and other departments about six months ago because of our nepotism policy. We had a committee that looked at the feasibility of changing the way we do reprographic services. A long discussion ensued regarding this topic. The campus will explore alternative ways of providing this service in an effort to save money. Mercy said she believes giving electronic copies to students is an advantage. Mack said giving students electronic paperwork prepares them for future employment. A lot of the current copiers have scanning capabilities

which allow for the paperless transition. Mack said we need to examine all of the forms we use on our campus and try to use them electronically. Paperwork that ends up at the D.O. still needs to be transitioned electronically. D.O. Payroll is looking into using electronic timecards. Mack said we have made a lot of progress.

4. **Stress Relievers** – Mack said we were not able to schedule the winter campus potluck. Mack would like President’s Cabinet to sponsor some fun activity for everyone on campus. We will discuss this idea at the next cabinet meeting. Mercy had concerns about planning an event that everyone can attend. In the past it has been problematic with campus events as some classified are unable to attend during work hours. Richard suggested an open mic session on a Friday afternoon. Mack said he used to send out a weekly trivia question at the beginning of the week and then send out the answer at the end of the week. Mack had to stop this activity because the district said it was inappropriate use of the internet.

5. **Biotechnology** – Mercy could not address this program as there was no validation. Melody will check with Priscilla for the validation.

President’s Cabinet made final recommendations for Foreign Languages and Staff Development.

6. **Other** - Mack said we did confirm Dr. Andrade for All College Day. Helen will pay his \$2,000 fee out of the district achievement gap monies. Richard Akers said we need to thank Rick Ramos for helping us put Dr. Andrade on the radar. Mack said Helen Kalkstein was also an advocate of Dr. Andrade.

There was discussion about the Martin Padilla Sculpture. We have raised enough money for the bust but not enough for the pedestal. Mack asked if we can begin the bust and continue our fundraising plea for the pedestal. Mercy said the classified senate is working with Nader to have a barbeque and red sweater day in the spring. Hopefully this will solicit enough funds to reach our goal of \$7,500.00. Richard said we have informed the artist of our goal \$7,500.00 and we cannot try to minimize that amount as Mr. Lu accepted the work for very little above costs. Richard will contact the artist to begin the bust as long as he receives a letter from President Williams. We will pay Professor Jiajun Lu \$2,500.00 up front and \$2,500.00 when the bust is finished.

Meeting adjourned 11:50 p.m.

Respectfully submitted,

Melody Hanson
Senior Executive Assistant to the President