

President's Cabinet
Thursday, August 26, 2010
10:00 a.m.

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

1. Constituency Reports:

Joseph reported the ASU had their first meeting and assigned students to most campus committees. They have not assigned students to district committees yet. They have a lot of students petitioning to become senators so there will be a lot of new faces. Frank Hernandez informed the ASU of their budget limitations since they are not going to receive the usual \$15,000 profit from the bookstore since the bookstore was not as profitable as it has been in former years. The students are trying to become deficit neutral and develop some fundraising efforts since as they are starting out the year in a deficit. There was some discussion about Anchor Blue selling clothing on campus. The ASU will look into the contract to see if they can benefit from this vendor. Joseph said they discussed the elimination of some of their events due to lack of funds and Frank Hernandez suggested finding partners on campus to help fund ASU events. AGS will hold their conference at CCC and they are looking for people to host workshops.

Mercy said the classified have not met yet this semester. There is a new HR procedure regarding senate funding. They are anticipating about \$9,000.00. The challenges are trying to find classified to represent on different committees. We are thinking about workshops.

Richard reported the Academic Senate Office is up and running after a lean summer. Lynette is back at 15 hours a week. Since no one applied for the position that was posted, we rehired Lynette. She is working five hours a day, three days a week. We may have to shave some of those hours depending on the Senate budget. Richard has two themes this year for the Senate – *Good to Great* and *More for Less*. The Academic Senate will continue working on their goals, one of which is based on Mack's health initiative. The Academic Senate is still sponsoring the delivery of fresh organic produce on campus for those that sign up for the program and juice machines in culinary arts. The produce boxes are delivered to our delivery dock in receiving and Farm to Fresh program participants can pick up their boxes at that location. Joseph said the students have discussed hosting a farmers market on campus in the amphitheater. Richard said he will give Joseph the Farm to Fresh information as Farm to Fresh would want to participate in a Farmer's Market. Joseph said that Bruce King is also willing to help the students in this effort. Mercy said the classified also talked about a Farmer's Market so this can be a cross-constituency effort. Richard continued his report stating they are also going to continue professional development with the Toastmasters Club. They currently have 26 members: six faculty, ten classified, and some really stellar community members. Richard said he is trying to continue services that are already set up. He is now the president of the FSCC, the first unpaid president at the FSCC. He plans to visit classes of our Teacher of the Year and Golden Apple winners to find out why those teachers are great and then put together a workshop to help other faculty. Richard is doing this to be in accord with his theme of *More for Less* and *Good to Great*.

Mack reported the managers had their retreat over the summer. They used the time to talk about how we can work smarter, not harder. Mack will be looking for volunteers to help serve on committees to develop ideas on this theme. The 4CD Leadership Program ended at the end of the academic year and

CCC had the most staff (classified, faculty and managers) participating in that program. The attendees also gave presentations to Chancellor's Cabinet. Their assignment was to take on a district issue and propose a solution. Decrease in utility use, meeting the students' psychological needs, completing electronic time cards were some of the issues addressed. Mack said he made a presentation of "thinking out of the box" and the responses from the breakout groups from CCC members were stellar.

2. **Budget Update** – Mack said we are going to begin our Traveling Road Show soon and will have budget information in those presentations. We are going to have cut a couple of million a year for the next four years. Specifically, we have to cut 1.7 million this year. We are going to use some of our carry over (reserves) to help alleviate our deficit for this year. However, the reserves will only go so far and we are at rock bottom as far as existing with the staff we have remaining. Mack also announced that he will kick off a parcel tax campaign for next year (June election) that will focus on a parcel tax to provide dollars for our operating budget. He is proposing two million a year for the next five years. The WCCUSD is going out for a parcel tax this November. The City of El Cerrito is implementing a sales tax increase and the City of Pinole will follow suit. If the parcel tax passes, then we will not have to cut our budget anymore. Since we cannot campaign at work, all work towards this effort will have to be done after hours. A local lawyer and developer have agreed to give us space at no charge to work on this campaign. Mack said he is looking for constituency help and looking for support from the local city councils and civic and community leaders. Mack hopes to bring the group together at the end of the semester. Our budget picture is bleak. Our strategy of not filling our vacancies will continue to help us financially. Mack said he is still recommending that we only strategically back fill positions because he would much rather see us to do work in a different way than try to fill positions that save us money. Hopefully we will see some incremental changes in the State budget that will allow us to grow. If we can grow 600 FTES, we will not have any more budget woes. Currently we cannot grow because of cap. The District's initial growth will be returned to DVC to compensate them for the 182 FTES we borrowed from them this year. Richard said we are trying to make correlations between our successes and closing the achievement gap. We are serving a student population that needs additional monetary support. Joseph suggested Student Life start an internship position that could be given credit in coop education. AGS also has volunteer requirements they need to fill so those students may be able to volunteer their time to help the college. Richard said that April Tisby is using interns in creative ways in the fitness center. Mack thanked Joseph for his suggestion and said we will look into that suggestion. Mack said we would add the students to the Traveling Road Show schedule.

3. **District Accreditation Follow-up** – Carol said we have posted a draft of our accreditation follow up report on the web page. Our accreditation was affirmed two years ago. The commission affirmation said our SLO's were good as long as we continue to do what we promised in our initial report. The commission wanted to see more information on the district budget allocation model. The district wrote most of this follow up report. The allocation model was vetted through DGC and will be going to the October governing board. The follow up report is about seven pages long. All three colleges will use this follow up report as part of their individual reports. Carol will present the follow up report to College Council. There is the traditional sign off sheet requiring signatures from each of the constituency leaders stating the follow up report accurately responds to the accreditation recommendation. Carol said she has received some follow up suggestions. The follow up report was written by the district and did not speak to our dissent about the budget model. Our approach is to lodge our dissatisfaction whenever appropriate but to not create controversy in the accreditation report. Richard said the process was transparent even though we might not have agreed with the formula as the formula does not fall in our favor. Carol solicited feedback from the president's cabinet members. Carol already sent out the link to the website to everyone via e-mail.

4. **College Council agenda** – Everyone looked at the draft College Council agenda. We will move Item 7 to Information/Discussion. There was consensus to replace the subheading of *Action Items*. The cabinet requested to add the Martin Padilla Sculpture Fund as an Information/Discussion item. There was discussion about the protocol of College Council. College Council has typically followed the Brown Act and Robert’s Rules of Order. We need to get a resolution on whether to continue to act as a Brown Act meeting. Carol stated that College Council decides on college plans and budgets that accompany those plans. Mack said he believes we need to review our governance structure each year for our accreditation compliance and will check on the timeline for that issue.

College Council Agenda – September 8, 2010

1. Call to Order
2. Public Comment
3. Presentation of Employee of the Semester
4. Approval of Agenda
5. Approval of Minutes from May 12, 2010
6. Basic Skills Budget Plan – Second Read
7. Budget Augmentation – Second Read
8. Accreditation Follow –up Report
9. Budget Update
10. Remodel and Other Measure A Activities
11. Report on Martin Padilla Sculpture Fund
12. Readdress College Council Protocol
13. Reports from Constituency Groups
14. Announcements
15. Next Meeting – October 13, 2010
16. Adjournment

5. **RDA Fund** – Mack said each one of our service area cities has a redevelopment agency and they have been giving us money as we are an educational institution in their redevelopment zone. From 1994 to 2010, we have accumulated 3.3 million dollars that only can be used for building updates, building efforts, etc. We developed a list that the district will present to the board. The list includes our desires to continue to build smart classrooms, repair our leaky roofs and hopefully purchase the armory. Mack said he will share this list at our next meeting.

6. **College Calendar** – Mack is still hoping that we can develop a semester by semester calendar of events. Chabot /Las Positas has a calendar they send out twice a year to their community in which they announce special events, plays and other functions that are open to the public. We would like to do the same. Mack is asking once again for everyone to give your event information to Michelle Jackson. Mack would like this completed this year.

7. **ADA Transition Plan** – Mack said the district paid a consultant to look at ADA compliance throughout the district. The end result was a thick list/book of issues that need to be addressed. Ray Pyle suggested we try to address our issues since the OCR periodically comes on campus and notes those items that need to be compliance. We will be addressing the items on the list even it is only one or two of them a year.

8. **Student Assistance Program (SAP)** – This is a program similar to the employee assistance program. Unfortunately we don’t think our students take advantage of this program. Our district has paid about \$14,000.00 a year for this service. After this year, we will be assessed for our portion of that \$14,000.00. Mack will obtain some statistics to see how many of our students use this program. Joseph

said he was not aware of the program and perhaps students need to be made aware of this program before any decisions are made.

9. **Other** – Richard announced that Eddie Mure received her culinary arts degree years ago. She then returned to CCC to take art classes and all of her children attended CCC before entering the UC system. She is renting the Richmond Auditorium for her birthday celebration to display her art work. Richard will share this story with Michelle Jackson and Paul DeBolt for an alumni interest story. Mack will attend the celebration and present her with a Certificate of Appreciation from the College.

Meeting adjourned at 11:15 a.m.

Respectfully submitted,

Melody Hanson, Senior Executive Assistant to the President