

**President's Cabinet**  
**September 9, 2010**  
**10:00 a.m., President's Conference Room**  
**Notes**

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

1. **Contingency Reports:** Richard demonstrated his voice dictation system on his phone. He made a presentation at the District Office incorporating his theme for this year of *More for Less*. Richard said Harriot Stewart passed away the other day. She was the emergency room nurse at the Richmond Hospital for more than 30 years and began her career at the Kaiser Shipyards. Most recently, she was an Art student at CCC for many, many years. Her daughter, Martha Stewart wants to start a scholarship for her mother. She is a high ranking political official in Alaska and Richard has seen photos of Martha standing next to President Clinton. Richard continued his report to say the faculty are up and running. He has seen classes where students are literally sitting in desks in the doorways. Faculty are not taking class limits to heart. This year Richard predicts, we will have more certificates, degrees and transfers than last year. Mercy said they have no report as they meet this afternoon. Joseph said the ASU is under the same financial constraints but the inter-club council will assist with their funding our events. We are still looking for partnerships for any events. Mack asked Joseph if he has contacted John Ziesenhene for support. There will be an AGS regional convention on campus. We are looking for workshops to offer at this convention. Richard said perhaps Toastmasters could provide a workshop. Mack asked what the theme was for that conference. Joe will contact Maritza Vande Voorde to find out what the theme is this year. Joseph said they are looking for a date in November in the Knox Center to host a comedy night. Joseph said they are working on confirming the performers but our event is stymied due to the Knox Center charges for holding the event there. Richard suggested another venue such as LA-100. There will be an admission fee to this event in hopes of raising the ASU coffers. There was conversation about the DSPS comedy fundraiser in LA-100 already scheduled for this semester and the possible confusion with marketing both events. Mack suggested Joseph talk to Sue Abe to see if ASU could collaborate the two events. Richard said LMC has a graduate named Rodney Steele who is a big name comic. Richard suggested Joseph contact LMC to find out how they handled their show with an alternative venue. Joseph said they could move their event to the Spring. Richard also suggested Joseph contact the Comedy College in San Francisco to see if they have any students who can perform for free. Mack reported for managers. Mack said he had to attend the George Miller debate in Vacaville last evening. George kept emphasizing education and jobs. The other candidate had other views. Management awarded Sheri Hintz the *Classified Employee of the Semester* at yesterday's College Council meeting.
2. **Budget Update** – Mack said the details of the budget will be provided in the traveling road show. All three colleges have carry-over. We will use our carry over to help mitigate our cuts at the end of this year. Mack said the practice we have used to not to fill our positions is good for the short-term but not good a long-term solution. Our Nursing Department is already down by

three positions and possibly more vacancies will be forthcoming. John Muir is giving us a nurse to supervise our students at their facility at their expense. We are appreciative to John Muir for helping us during these dire financial times. Our first Traveling Road Show is scheduled at 1:00 p.m. today in HS-1.

Mercy had questions about our deficit for this year since we have the carry-over of 1.3 million. Mack said we will be attempting to place a parcel tax on the ballot but details will have to be obtained outside of regular work hours. Mariles explained the encumbrances we have to pay in 2010-2011 will use all of the 1.3 million.

Contra Costa College  
Designations of Reserves  
2010-2011

<u>Description</u>	<u>Amount</u>
1% reserve	283,542
President's contingency	21,961
College events	4,500
Reserve for Encumbrances	20,403
Reserve for Property Tax Deficit	111,230
Reserve for Banked Load Payout	139,000
Reserve for Vacation Payout	67,000
Chevron Payoff in 11-12	140,568
CEEP	28,057
Staff Development	12,500
Faculty sabbaticals	89,646
Faculty Senate	68,929
Classified Senate	9,000
Equity effort to bridge achievement gap	<u>40,000</u>
Designated reserves, ongoing	1,036,336
Undesignated, ongoing	473,673
Undesignated, one-time *	<u>211,515</u>
Total reserves	<u><u>1,721,524</u></u>

There was some discussion about the banked load liability. The District removed funds out of banked load last year and left 2 million which is left to cover the 14.1 million in liability district-wide. The District is hiring a consultant to help us with the District's banked load and retiree's benefits liabilities. Carol said we are not required to have faculty take banked load. We can pay out the faculty member but then we have to also pay C contract on top of the banked load if we offer the class. Mack said now the college is responsible for faculty banked load so we will have put away some money to cover our banked load. If the district cannot find money to pay for former banked load years, then we will have the liability. It is a real problem. DVC has always subsidized CCC since the beginning of time. The new allocation formula as brought a new day and we are responsible for own expenses. Richard said the contract has now limited banked load to two years the banked load has to be taken within three years. Mariles said we have designated

\$100,000 to upgrade faculty and staff computers. Richard mentioned the tax deductible, computer loan program for faculty and staff. Mariles said after all of the deductions we will have about \$500,000 plus remaining. We owe more than a million for next year so we will be left with approximately a \$600,000 deficit.

3. College Council Agenda – Remove the Martin Padilla Sculpture Fund. Add to the Information/Discussion items – Campus Building Standards. There was discussion about furniture standards. Also add Achievement Gap. There was discussion about Item #8: Readdress College Council Meeting Protocol. Mack suggested we have subcommittee on this topic. We would ask for representatives from each constituency to serve on the subcommittee. Melody will look at last year’s notes and send any aforementioned names to Joseph for a subcommittee.

1. Call to Order

CONSENT AGENDA/ACTION ITEMS

2. Public Comment

ACTION ITEMS REMOVED FROM CONSENT AGENDA

NONCONSENT AGENDA - ACTION ITEMS

3. Approval of Agenda

4. Approval of Minutes from September 8, 2010

INFORMATION/DISCUSSION

5. Campus Building Standards – Carol Maga – 10 minutes
6. Achievement Gap – McKinley Williams – 10 minutes
7. Budget Update – Mariles Magalong – 5 minutes
8. Remodel and Other Measure A Activities – Carol Maga – 10 minutes
9. Readdress College Council Meeting Protocol – 10 minutes
10. Reports from Constituency Groups – 2 minutes each - 10 minutes
11. Announcements – 5 minutes
12. Next Meeting – November 10, 2010
13. Adjournment

4. **NSAS division** – Mack said he sent out an e-mail today that Terence will start in an interim position at LMC as the Senior Dean of Instruction starting in October. It will be an interim replacement position until June 30<sup>th</sup>. Mack said he will talk with the division members about this position first before opening it up.
5. **Hercules Education Center** – Mack said he went to the last Hercules Education meeting --this is a subcommittee with two of their City Council members. Hercules has been a great supporter of CCC and has given us money for us to teach classes in Hercules. Hercules is now looking to build an education center in Hercules where CCC would offer courses and possibly CSU East Bay and UC. They have two possible sites in Hercules. This would not require any money on our part. Mack is excited about this prospect and has wholeheartedly agreed to it. Hercules has asked us to work with them on the design of the building. If we could offer enough courses at the Hercules Education Center for a student to obtain their degree, we may keep students in our area instead of them attending DVC. If we could set up the building to offer science classes, this could be a viable setting for students to gain their degree. Mack also reported said it looks as though the International Student Center in the City of San Pablo on Rumrill and Broadway is developing with an outside investment developer. They are expecting to break ground around the first of the year.
6. **Achievement Gap** – Mack said the leadership group of the District met and talked about the Achievement Gap. Mack wants us to drill down and see exactly where we are having problems

with retention i.e. African American and Caucasian males. If we are trying to improve our stats, we need to look closely at our numbers. Mack said he would like College Council to see the data and start a conversation with our constituency groups. This is perfect material for a Title III grant. We need to focus on these at risk populations. Mariles said he have set aside \$40,000 to talk about the achievement gap. The District has put aside \$100,000 for this topic. If we look at our feeder schools, they are also having the same problem with retaining male students. Richard said the FSCC will try to use the achievement gap as a filter for all of the policies that come through the FSCC. This is in tune with the District-wide policy. Carol asked if we are going to obtain more data on what exactly is the achievement gap.

7. **Other** – Richard said he is distributing tickets for this weekend’s Art reception at Fort Mason. The opening reception is tonight. Mack distributed the Save the Date calendar that was put together for the Foundation Board.
8. Meeting adjourned at 11:23 p.m.

Respectfully submitted,

Melody Hanson  
Senior Executive Assistant to the President