

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

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

Absent: Joseph Camacho, Mariles Magalong

Mack announced that Mariles is at the Business Officer's meeting at the D.O. so she will be late.

1. **Constituency Reports:** Mack said managers are obligated to participate in annual sexual harassment training and this year the training will be offered on line. There are four on-line training packages, sexual harassment, disability and two others. The participant is tutored as they read through the questions but it is a long questionnaire which makes the process time consuming. Richard asked if he could put that training on-line for faculty as an optional training for faculty. Mack will check with District to see if that would be possible. Richard would like faculty to receive flex credit if they choose to participate on this on-line process.

Mack said everyone is feeling stressed out and we may need a day at work for everyone to relax a little bit.

Mercy reported the classified senate will hold a potluck today for all classified staff where Mack and Richard will speak on the achievement gap. The winter retreat is scheduled on December 17<sup>th</sup>. There will be a two session workshop on December 3<sup>rd</sup> and 10<sup>th</sup> on Staying Peaceful in the Midst of Uncertainty. Mack asked if classified considered having their winter retreat on campus with culinary fixing the food. Mercy said she would address that issue at the next meeting but it has already been discussed and consensus is to go off campus. Mack said he would like for the Senate to reconsider being on –campus. And, he would be willing to attend their meeting to discuss why this would be viable option. Mercy continued to report the Classified Leadership Institute at Ventura Beach. Mercy said they would like to send a group of classified as our representatives. They still need College Council representatives to replace Teresa Steffes is no longer serving and Joyce Edwards retired.

Richard reported the Teaching Academy should be up and working next semester. Nancy Ybarra at LMC did a sabbatical on a teaching academy and that proposal was granted \$10,000.00 for its implementation. Richard said we are going to be looking for our lead teachers to design a course and they would be paid for their efforts. This will involve working with CTE faculty and cross indexing pedagogy. This teaching academy will be under the auspice of the FSCC. The FSCC will review the faculty proposals and locations. Classes will be taught periodically throughout the year at each of the three locations and all faculty district-wide can participate in the academy regardless of the location. The application process is for the faculty who want to teach a class. Faculty will receive units within the district and the units are not transferable. Carol said we will have to develop new curriculum for these classes in order to give credit. The courses will have to be board approved. Mack said some of the younger faculty are having concerns about flex time. Mack suggested reinstating the CAG group or another group that will discuss teaching issues on a regular basis. He also indicated that Rick Ramos would be a great facilitator for this group. Richard said the faculty are working on the SB1440 legislation right now. Carol suggested the faculty have flex discussions about the transfer AA degrees. Richard said he has sent out the online sites faculty may look at regarding the SB1440 legislation. Carol said there are concerns as we have transfer degrees with stand alone courses. We only have offer one

degree in which that we offer all of the needed courses for that degree. Carol said flex would be a good time to have these discussions by discipline. Mack said having on-going dialogue about pedagogy is something management would support. Mack said we will also have more and more discussions about the achievement gap. Carol said they performed a classroom assessment technique at the council of chairs. Carol said we do have the reading institute training going on through Basic Skills. Mack said Norton Grubb researchers will be coming on to campus to study the affect of the reading institute on teaching. Richard continued his report and said faculty are also feeling more stressed. Richard said he finds himself dropping the ball because he is trying to balance more balls than he used to have juggle. Richard said the 17<sup>th</sup> of this month the Commission on Education will be releasing their recommendations which may delegate more work to faculty. Mack said he has been thinking about “stress releasers” for the campus. Mack said maybe that is something we could do as a “cabinet.” Mack will put “stress relievers” on the next President’s Cabinet agenda. Richard is trying to promote the mentoring agenda again as he believes this will help the achievement gap. Richard is working with the new student leadership club on mentoring. Richard’s said one of his goals is trying to get several people on campus to become mentors to students.

2. **Budget Update** – Mack said the budget is still the same. Carol said, although, we are bringing in an extra \$450,000 growth for FTES. Mack said we cannot spend that money yet because the State may say they want some that money back in January. After January we will be able to spend it after the State decides what they want to do. Next year if we get another 2% then that means more money for us to help ameliorate our deficit. If we are able to grow 1% each year, this will help us financially. Mack expressed concerns about Measure M for the WCCUSD not passing with a two-thirds vote. Mack is now rethinking the parcel tax measure we were originally thinking of placing on next June’s ballot. Mercy asked about possible layoffs at the end of this academic year. Mack said the numbers still do not look good enough to cover all of our expenses and so we are still looking at possible layoffs. The rest of the District is holding their own financially, but CCC still has to hurdle the next few years because of the implemented budget formula.
3. **Program Review Distribution** – Speech and Dental Assisting – Richard  
Biotechnology and Foreign Language – Mercy  
Biology and Community Education – Mariles  
Staff Development – Joseph  
Business/Real Estate and PAC/Knox Center – Carol  
Transfer Center- Mack

Since Mack previewed the program review for the Transfer Center, he gave this final recommendations:

The Transfer Center used to have \$60,000 but funds were cut. Robin Harrison was dedicated to this center and now her time is split between the Center and Workability.

The committee commended the Transfer Center for operating under extreme stress due to the budget cuts and 20% reduction of staffing. The committee commended the Transfer Center for partnering with other institutions on transfer day. As for recommendations, the committee felt the Transfer Center needed to support the one-on-one attention to students. The committee strongly suggests a survey be completed to find out what are some of the services students want even though we may not be able to afford to offer them. It was recommended students be trained to use ASSIST.org. It is further recommended that possibly assigning a counselor (s) to the Center

might be a way to increase its operating hours. Mercy asked how the drop-in counseling would affect regular counseling hours. Mack said counselors already have drop-in counseling so this should not be a problem for their department. Mack recommends we do more marketing of our transfer center among our students. Carol asked they completed their SLO assessment. Mack responded they did not. A further recommendation will be to complete their SLO assessment. Richard said the Transfer Center will be impacted with the new SB1440 legislation and they may want to look at the legislation to see how they are going to operate in the future. The recommendation will be made to strongly encourage the Transfer Center to be open more hours in anticipation of the SB 1440 legislation.

4. **All College Day Program** – Mack would like to address the achievement gap at All College Day. Mack was impressed with Professor, Dr. Jeff Andrade, from San Francisco State. He talks about our urban students by using a rap from Tupak Shakur. The rap is about flowers growing through concrete and expecting those flowers to endure some sort of damage since they grew through concrete. The analogy is used with the students that come through our doors are like the flowers that grow through the concrete as we don't necessarily see their damage. Dr. Andrade uses an example of a young man that was killed in an Oakland playground in view of children. These children didn't have counseling like the students at Columbine did and who still have counseling resources at their disposal. Mack will send the President's Cabinet members Dr. Andrade's video. His message is extremely compelling. Mack will find out how much he charges and perhaps we can get him to address us at All College Day.
5. **College Council** – change Mack's name to Richard's on Item #8 under Achievement Gap and add (Visions 20/20) for the same item. Mack will send out Joy Eichner-Lynch's response to the Martin Padilla plaque wording.
  1. Call to Order
  2. Public Comment
  3. Approval of Agenda
  4. Approval of Minutes from October 13, 2010
  5. Wording for Martin Padilla Plaque, Second Read – Subcommittee- 10 minutes
  6. Readdress College Council Meeting Protocol – Report from Subcommittee- 10 minutes
  7. Mid-Year Accreditation Report – Carol Maga – 5 minutes
  8. Achievement Gap (Vision 20/20) – Richard Akers – 10 minutes
  9. Budget Update – Mariles Magalong – 5 minutes
  10. Remodel and Other Measure A Activities – Carol Maga – 10 minutes
  11. Constituency Groups – 2 minutes each – 10 minutes total
  12. Announcements – 5 minutes
  13. Next Meeting – December 8, 2010
  14. Adjournment
6. Mack distributed our police department's 4CD Neighborhood Watch Program with objectives. They would like to have a neighborhood watch support group of employees. This is a program proposed by Officer Teddy Terstegge. Mack asked if we think the college needs a presentation on this new proposal. President's Cabinet decided to have the Safety Committee rule if we need a presentation or not. Mariles said the Safety Committee will discuss it at their next meeting and then make a recommendation. Ted suggests we have volunteer site safety monitors as he has divided the campus in sections. Mariles has already been given a lot of rejections from employees taking on yet another task because there is no time to take on more tasks.

7. Mack said DVC was out of compliance with Title IX because they eliminated five sports and then the OCR also found us and LMC to be out of compliance. There is a three prong test: 1) participation proportionate to full-time undergraduate enrollment in female and male sports. Football is made up of all men. We have four women and four men sports teams and we will never be equal because we have football. 2) Continue practice of program expansion for the underrepresented sex. 3) Fully and effectively accommodated in the underrepresented sex. The form to the OCR was due last Friday. Mack said only one college met with full compliance and that is because they did not offer football. We have to add a women's sport in 2011 to compete with the football team in order to accommodate the underrepresented women's teams. We will probably add women's swimming. The question is how we are going to afford the coach and travel costs. Swimming was recommended because it is a sport that can raise funds to support the team. We may also consider adding women's cross-country or women's track. We need to survey our women population. Tim is working on adding another question on our application for women as to what sport they are interested in. Consequences if we do not comply are that our federal financial funds can be removed. Mariles said we would have to prove a financial hardship as a reason we cannot meet compliance. We could try to advertise for a junior varsity football team that could be filled by women. Unfortunately the majority of our students are not athletic so this is an improbability.
8. President's Cabinet was adjourned at 11:40 a.m.

Respectfully submitted,

Melody Hanson  
Senior Executive Assistant to the President