



Thursday, February 25, 2010
Griffin Gate
3:00 to 5:00 p.m.

MEETING SUMMARY

Present: Fred Allen, Steve Baker, Michael Berendse, Jerry Buckley, Janet Castanos, Carrie Clay, John Colson, Sunny Cooke, Tim Flood, Michael Golden, Sue Gonda, Chris Hill, Oralee Holder, Anita Martinez, Nick Montez, Patricia Morrison, Alba Orr, Will Pines, Jim Spillers, Lynette Wilson, Jim Wilsterman

Absent: Pam Amor, Danielle Camacho, Angela Feres, Danny Martinez, Jane Nolan, Shirley Pereira, Adelle Schmitt

Recorder: Patty Sparks

Meeting Convened: 3:00 p.m.

I. Approval of January Meeting Summary

Patty Sparks will forward the January Meeting Summary and the Special February 18, Planning & Resources Meeting Summary via email. Please make edits, if necessary, and forward them to Patty Sparks.

II. Update from Special DSP&BC Meeting (2/22/10)

Sunny reported that the recent DSP&BC meeting discussed budget priorities and the need to protect the learning core. In addition we need to protect instruction, student services, and maintain a safe, clean, reliable campus. We need to balance the needs of employees and students, as well as fund structural commitments and fixed increases.

Tim reported that the State is struggling with cash flow issues and we may not receive the scheduled March distribution until May. There is a proposed .38% negative COLA and a proposed 2.20% growth, however with the economy as it is, it is unlikely we will see growth funds. The state is experiencing a \$19.9 billion deficit and we expect deeper cuts in categorical programs next year with no federal offset.

Tim explained that we should see a tentative budget for 2010/11 by early June, closing tentative budget by July 30, 2010. We should have an Adopted Budget by October, however we must prepare for adjustments over the course. In reality we could experience mid-year cuts that relate as far back as 2008/09. We must look at long term strategies, effectively use our funds, and acknowledge every dollar spent.

Tim reported that suggested reduction ideas such as powering down, utilize automated systems, and 4/10 work week schedules (for summer) have already been implemented. Anita asked if voluntary furloughs have been considered. Sunny stated that unfortunately that consideration would only plug small holes in the budget and create staffing issues under already strained conditions however,

where possible, this is being considered upon employee requests. A chart showing that each group, classified (4.1%), faculty (6.3%), supervisors/managers/administrators (13.9%) have all taken cuts in staffing, administrators being the hardest hit. Marketing costs were mentioned and Sunny reminded the Council that the marketing budget was significantly reduced however there is a need to focus on our cultural and sporting events that bring in ticket sales or community involvement and keep a face on what we are doing.

Tim stated that our current challenge is to develop a 3 - 5 year sustainability plan. We need to plan appropriate levels of FTES, balance funding and program commitments. We need to develop a core service staffing plan for the next 3 - 5 years, identify reduction strategies, and address operational increases. Operational increases include salary increases (step and column and longevity), utilities and other operational increases, health benefits, and backfill categorical cuts.

FTES Analysis

Tim reported that as discussed at the Special Planning & Resources Council meeting on February 18, we projected 1,942 unfunded FTES for 2010/11. Giving ourselves a 5% cushion which will allow us to claim growth funds (if available), and increased efficiency of 2.8% we should realize a reduction goal of 707.5 FTES. The reduction goal of 707.5 FTES relates to 202.1 section reductions for spring and fall. In 2009/10 we reduced sections by 355, 60.245 LED. Sunny reported that we have cut three spring semesters in a row, two fall semesters, and cut summer 2010 in half. Both colleges have experienced impacts of the Early Retirement Incentive (ERI) however Cuyamaca experienced a huge impact from the ERI on top of cutting significant FTES. Tim stated that the summer non-credit offerings at Cuyamaca went from 170 to 100 sections. We need to understand each college's issues and work collaboratively to meet the reduction goal established by the district. Our FTES goal for 2009/10 18,052, our actual was 2800 FTES over District wide.

Sunny reported that next year California will experience its largest high school graduation class. We are going to be turning students away and UC and Cal States have cut back on their first year enrollment numbers. We will be unable to serve some of our neediest students and possibly returning students. Tim reported that he received an update from Scott Lay wherein the State is considering raising student fees to \$40 per unit. Sunny reminded the Council that the colleges would like to see that money come back to the colleges, but, again, that is unlikely.

Michael Golden stated that although we have always been hesitant to talk to students regarding these kinds of issues, maybe now is a good time to inform them on what they can do. Sunny responded that we need to fully understand what is going on and the scope of the state budget cuts to education and a generation of Californians. Tim is meeting with Chairs and Coordinators and Academic Senate. Ideas and clear decisions on how to deal with these issues should be discussed there first. Further, decisions made must be supported and communicated by all.

Critical Staffing Positions

Tim stated that this issue was heard and discussed at the February 18, meeting. He stated that each one of the departments/divisions forwarded their critical staffing needs, meeting replacement criteria, to their respective vice president and they presented at President's Cabinet. It was discussed that the following positions will move forward in 2010/11, they are:

- Account Clerk
- A&R Assistant
- Director of Campus Facilities
- Director of Nursing

- General Maintenance Worker
- Custodian
- Health Professions Specialist (Approximate Title)
- Learning Resource Specialist (Approximate Title)
- Multi-Media Tech, Sr.
- Vice President Academic Affairs

Tim reported that the total cost of these positions which include benefits is \$733,551. He further stated that two positions from the original list did not move forward, they are: EOPS Program Specialist and Student Services Specialist -Career Center. He explained that the Learning Resource Specialist and the Multi-Media Tech, Sr. positions may change in name and duties. This is a place holder until the new dean is hired for the LTRC. Further he stated that there is only one full-time person in the LTRC and no coverage after 5 p.m. Sunny reminded the Council that two word-processing positions were eliminated in the area.

III. Status and Membership of Staffing Committees

Tim stated that he and Shirley will be looking at how processes work for each area, classified and faculty and improve those processes if possible. He explained that every faculty position is heard through the Faculty Staffing Committee, whether new or replacement. Classified replacements have been automatic in the past and new positions are heard through the Classified Staffing Committee. He reminded the Council that they are not always reducing positions and at some point we will add back positions. He explained that the classified and faculty staffing committees report to this Council with recommendations.

VI. Status of Room Utilization Committee (RUC)

Tim reported that he filed an application for an official committee and will be forwarded to ADSOC. The Academic Senate will send invitations for membership. Chris Hill commented that she would like to send the invitations only to Chairs and Coordinators. The reason is we want to staff the committee with faculty members from each division that have a global picture and perspective. RUC will be charged with prioritizing use of instructional space filtered with members that always focus on facilities. RUC will report to Facilities Committee.

V. Status of Enrollment/Management Committee

Chris asked where Enrollment Strategies report to with recommendations. In the charge of the Committee it states that the committee will make recommendations to the College Leadership, which would be President's Cabinet. Janet Castanos stated that Enrollment Strategies has historically been focused on identifying ways to adjust enrollments in order to meet the college's FTES goals rather than on strategically planning for possible growth and/or reduction in FTES goals. It was agreed that given the current climate, for the next three to four years, the Enrollment Strategies Committee will continue to report to President's Cabinet and report periodically to this Council to enhance communication and information exchanges.

Next Meeting Date: March 25, 2010, Griffin Gate