COLLEGE PLANNING COUNCIL
MINUTES
Wednesday, March 16, 2011

PRESENT:  Dennis Bailey-Fougnier, Jill Gallo, Diane Goody, Paul Harvell, Steve Hodges, Renée Kilmer, Brian King, Graciano Mendoza, Dan Rothwell, Barbara Schultz Perez, Stephanie Stainback, and Kathie Welch

ABSENT:  Leticia Scott-Curtis and Chris Peeden

VISITORS:  Kristin Fabos, Rick Fillman, Massina Hunnicutt, Ray Kaupp, Margery Regaldao Rodriguez, George Romero, Loree McCawley, Francine VanMeter, Jim Weckler

1.0 Call to Order and Introduction of Substitutes
Brian called the meeting to order at 2:06 p.m.

2.0 Review of Agenda
None

3.0 Oral Communications
Steve Hodges announced that Michael Mangin has been appointed Faculty Senate vice president for the spring semester.

4.0 Management Dialog
None

5.0 Budget Discussion
Graciano provided an update on the Community College League of California’s weekly budget conference call. There is little optimism about getting the tax extensions on a June 6 ballot. If that doesn’t happen the college has to consider the worst case scenario. Paul said the college should start preparing for the extension not making the ballot, or making it and not passing.

Renee said Monterey Peninsula College is eliminating a couple of programs on a very short notice with no college-wide dialogue.

Stephanie said there has been a lot planning at the administrative level and asked how and when that gets rolled out. Brian said there is planning going on, some realignments have happened, and talks about other potential realignments are going on within the departments and divisions.

Paul said the difficulty is the college does not know how the state is going to make the college smaller. Dennis added that students needs will change and the college is going to have to prepare for that.

CPC agreed there may not be a budget passed until October. Fees are increasing, and there may be additional fee increases on top of that. Jill said it
will drastically change type of students who come to Cabrillo. Stephanie said the need for financial aid will be hard to plan for. Renee said the amount per student the college receives will remains the same, but the cap is lowered, so the college will not have to serve more students for less money.

Dennis said the college needs to look at office workload, and what may change based on the type of students who come in the door.

Paul said about 85 – 90 percent of the colleges budget will remain the same.

Jill said there is a perception that there is a plan but for the cuts but it is not being shared with the greater college community. The administration needs to communicate better and start to answer questions about what the college will look like and who and what services will no longer be here. We need to do a better job of letting people know we don’t have enough information to fully form a plan. Kathy said neighborhood meetings will be a good venue to talk about that. Stephanie said we have to address the process. When we are going to roll this out and what the process will look like?

Dan said operating under this pessimism is not realistic. Paul said a lot of this is sitting and waiting on what the legislature will do. Dennis said it his fiduciary responsibility to start thinking about and planning for the worst case scenario. Stephanie said stipulating the process will provide structure and some idea of the timing.

Dan there are things we can do to save money such as away taking away step and column increases, sabbatical leaves and conference travel. Renee said we can’t plan for those things because they are negotiated. Dan said we can start negotiating; at least those things do not include people’s jobs.

Brian said we all want to be hopeful. What the Board decides will set the direction. Renee added that program discontinuance is a long process that involves the Faculty Senate, teach out plans, etc.

Brian said there are not many choices for the Board in how to reduce the budget by millions of dollars. Any discussion about reducing faculty would be yearlong, because of the March 15 notice date. The Board has unilateral purview to reduce other employee groups. Paul said there are not a lot of managers to cut, and you cannot cut too many adjunct because of the cap. Paul said it looks like there is going to have to be an elimination of staff, and staff probably has a lot of questions and concerns at this point. Stephanie said it is demoralizing. Jill said the fear is as much from the unknown. Paul added that staff elimination is a reality but what can help the situation is process. Dan said the college can max out class sizes and cut adjuncts.

Brian added that on April 11 the board will provide direction on planning parameters. If the college has to cut $10m it can’t be done between April 11 and June 30, so that is where the college will benefit from good planning and accumulated savings.
Georg asked about furloughs or salary cuts. Do they have to go through a planning cycle? Brian said that is a collective bargaining issue. Stephanie said it is a timing issue because you want to make sure there is an established need. If we don’t have a budget how do we confirm there is a need to negotiate? Kathy said in the past CCFT established contingency language which had a trigger point. Stephanie said CCEU wants to remain flexible enough to respond.

Michael Mangin said in the college’s situation you want to go bottom up and identify fixed costs. What does it cost to run this facility regardless of whether students are here? If you look at each element as if the college never existed you start to understand elements that can be changed. You look at issues like tenure, which creates a suito fixed cost. Is that valid or should it be a variable cost?

Ray Kraupp said another alternative looking at the college’s mission, who the college is serving and start with that. What does the college need to accomplish the core mission?

Michael Mangin said if you look at the $60 level what is the demographic and how is it going to react? How do you make students understand the fee increase is not beyond their means, even at the $60 level? Dan said the college has constraints that corporations do not.

Renee said because of the education code the college is open access, and does not restrict entry. The college has a demographic of people who are underprepared and underserved.

Paul thanked everyone for their comments, because it helps him think about the situation. Kathy said she hopes Cabinet will take this conversation into account too.

Vikki Fabbri said these conversations are also about grief and loss. Everyone is feeling anticipatory loss, which could impede program solving. If we welcome that to the table, it will free up the energy.

6.0 Realignment of College Functions
Members of Cabinet provided an overview of some realignment of functions, with the goal of improving services. Assessment, DSPS, FTTW, and Matriculation are moving to Student Services.

Stephanie asked if there are cost savings. Renee said no the moves are about putting like things more closely together.

CPC discussed the library director position, which has been filed by an interim director. Members of Cabinet recognize that the position is critical to the college, but acknowledges that now may not be the right time to hire so they are looking into other solutions.
Georg said agrees that the college needs a library directory, but the college also has to look at it in the current budget context.

Renee said the Allied Health director position is also vacant. The job duties are currently divvied between existing staff members. The configuration will continue but is not sustainable in the long term. Jill added that the classified staff in Allied Health has reorganized in a way that helps the whole team, not just the individual members.

Victoria said interim director of purchasing and risk management is here through June. The position is funded out of the base budget. There have been two recruitments which were not successful. Jill said the hybrid nature of the job requires two different skill sets making the position difficult to recruit.

Next Brian updated CPC on the planning and research and IT interim dean position and said the position has been uncombined because the college needs a full time planning and research director. Brian is not sure when the college will move forward with an IT director search. Also, IT is moving back into administrative services.

Brian said whatever decisions are made about the vacant director positions the college will not come up with a plan that leads to more managers. The total number of managers was reduced from 2009 to 2010 and moving forward that is likely to be true in 2011.

Stephanie said that is going to be hard to do with Administrative Services reorganization which created two more managers positions. Brian countered that the net of the reorganization was zero.

7.0 Lockdown Feedback
CPC members commented that there is no common understanding of what the term lockdown means. A lot of instructors were unsure what to do and some excused their classes during the lockdown. CPC members agree there needs to be a better understanding of what faculty and staff are supposed to do during a lockdown and requested to have the topic discussed again at a future CPC meeting.

8.0 Scotts Valley Update
Brian discussed the potential sub lease of the current space in Scotts Valley to a private prep school. He discussed the potential income and logistics. Stephanie brought up the possible lease of space at the Scotts Valley Center and commented that discussing contracting while also discussing expanding Scotts Valley is incongruent. Brian said it is not really an expansion and he is not going to take a proposal to the Board that doesn’t reduce current costs. Stephanie said she is nervous about the RDA funds being pulled. Brian said the funds originally came through RDA but they are the colleges funds now and cannot be taken back.

11.0 Adjournment
Next CPC meeting is scheduled for April 13. The meeting was adjourned at 4 p.m.