PRESENT: Gabby Avila, Dennis Bailey-Fougnier, Jill Gallo, Diane Goody, Paul Harvell, Steve Hodges, Renee Kilmer, Brian King, Victoria Lewis, Michael Mangin, Graciano Mendoza, Dan Rothwell, Barbara Schultz-Perez, Stephanie Stainback, and Kathie Welch

ABSENT: None


1.0 Call to Order and Introduction of Substitutes
   None

2.0 Review of Agenda
   No Comments.

3.0 Oral Communications
   Stephanie asked that the CPC agenda be updated with the new mission statement.

4.0 College Master Plan Discussion
   Craig reported that a college wide objectives planning session is being planned for the middle of March. Prior to the college wide meeting the Goal Area Implementation Team (GAIT) chairs will meet to devise the agenda. The goal of the college wide meeting is to streamline and align the College Master Plan with other college activities within the current context of the college.

5.0 Budget Update and Overview
   Victoria reported that the college has set a reduction target of $2.5m. The cuts will take effect July 1, which is when the new fiscal year begins. The first phase of the cuts will come forward in March. Brian said the process begins with Cabinet reviewing the proposed reduction plans, followed by a review by managers. The goal is to get the plans to SPRAC by February 17, and a special CPC meeting is planned for February 29 to review SPRAC’s recommendations. Brian added that Kristin was added to SPRAC as the manager representative.

   Dan pointed out that SPRAC only has a week to review the plans, and Stephanie suggested giving SPRAC the time they need to do their job thoroughly. Victoria said the Board will not take formal action until the April Board meeting. Stephanie asked when CCEU will receive the work plans. Victoria said at the same time SPRAC receives the plans. Stephanie responded that is awkward because SPRAC is not a union committee and Victoria said the information contained in the plans address both interests.
Stephanie said she hopes the college can find a way to reorganize without firing current employees and then rehire from the outside to fit needs. Stephanie suggested staff training and developing a mechanism to move staff, and called for a college wide conversation about moving people and utilizing current people to their best of the college’s ability.

Victoria responded that lateral transfer moves are an option. Stephanie said the college needs a centralized place where the college can reorganize and determine where it can supplement with current employees. Dennis commented that a lot of jobs have evolved and require more technical skills, and said the college needs to encourage employees to update their skills.

Anya commented that there is a lot of value in current employees’ knowledge of the college, and it is a long time before a new employee gains that knowledge. There is value in retraining current employees.

Georg commented that it seems most classified vacancies have been filled internally recently. Jill discussed the importance of institutional knowledge and its benefits.

Brian said it is the Board’s responsibility to not just preserve employment but ensure student success.

Georg said that as a manager he is nervous about watering down job descriptions, but as a colleague he would support the idea of having some sort of arbitration to suspend certain pieces of a job description to better fit a current employee.

Victoria commented that it is a shared responsibility between the employee and the college to keep current with technology. Victoria provided the recent Datatel change and training as an example.

Lena discussed the need for a manager to provide retaining when they sense a job is becoming more demanding.

Jill provided a draft charge for a classified staffing needs advisory committee and asked for comments. Some CPC members and guests expressed confusion about the goals and Jill said it is to give classified staff a voice in prioritizing classified positions. Stephanie added that the goal is for classified staff to have a voice in ongoing vacancies and new positions. CPC agreed they did not have enough time to review the document, and tabled the discussion for a future meeting.

6.0 Adjourn
The meeting was adjourned at 4:05 p.m.