

Council of Chairs & Coordinators

Minutes of the Meeting – Monday, March 8, 2010

MEETING ATTENDANCE:

X	Oralee Holder , Chair	X	Angie Gish (CHD Dev Center)	X	Robert Henry (History)
X	PJ Ortmeier (AOJ) Tina Young	X	Joel Castellaw (Comm)	X	Priscilla Rogers (Int Bus, Mrkt, Man)
	Helen Liesberg (American Collegiate Eng)	X	Janet Gelb (CSIS)	X	Pat Morrison (CATL, Library)
	Jennifer Carmean (ASL)		Bonnie Schmiege (Counseling)	X	Julie Middlemas (Library)
X	Malia Serrano (Art & Humanities)	X	Danny Martinez (Cross Cult)	X	Jenny Vanden Eynden (Math)
X	Jennifer Bennett (Art & Humanities)		Joe Orate (Culinary Arts)	X	Susan Working (Math)
X	Ross Cohen (Astronomy, Physical Sci, Physics)		David Mullen (Dance)		William Snead (Media Commun)
X	Israel Cardona (Behav. Sci)		Kathy Meyer (Dance)		Paul Kurokawa (Music)
X	Virginia Dudley (Bio Sci)		Nemie Capacia (Dev Math)		Derek Cannon (Music)
X	Craig Milgrim (Bio Sci)	X	Jane Nolan (DSPS)	X	Sharon Sykora (Nursing)
X	Brian Keliher (Bus Admin)		Carl Fielden (DSPS)		Diane Gottschalk (Nursing)
X	Linda Snider (BOT)	X	Gary Jacobson (Earth Sci)		Christi Vicino (Occp. Therp Asst, Speech Lang Path Asst)
	Mark Presnall (BOT)	X	Oralee Holder (English)	X	June Yang (Philosophy, Religion)
	Andy Biondo (CVT, Ortho Tech)	X	Chuck Passentino (ESL)	X	Shahrokh Shahrokhi (Polit Econ)
X	Jeff Lehman (Chemistry)	X	Jim Tolbert (EOPS)	X	Lorenda Seibold-Phalan (Resp Therp)
	Judy George (Chemistry)	X	Jim Symington (Ex Sci Well)		Devon Atchison (SLO)
X	Claudia Flores (CHD Dev, Fam Studies, ED)	X	Laura Sim(Ex Sci / Well)	X	Craig Everett (Theater Arts)
X	Sheridan DeWolf (CHD Dev, Fam Stud., ED)	X	Antonio Crespo (Foreign Lang)	X	Mary Rider (Trans Center Direc/Coord)
	Kathryn Ingrum (CHD Dev Center)				

X = present at meeting

GUESTS:

- Chris Hill, Academic Senate President
- Sue Gonda, Acting Dean-English, Social and Behavioral Sciences
- Janet Castanos, Acting VP Academic Affairs
- Tim Flood, VP Administrative Services

RECORDER: Rochelle Weiser

CALL TO ORDER (11:05)

Oralee, I missed the first few minutes of the meeting, I was hoping you could fill in here!

I. Discussion of latest Budget Information

Due to Administrative meetings Tim and Janet were unavailable at the start of the meeting, so Oralee and Chris started the presentation. Chris began by letting everyone know that the Academic Senate Budget Presentation was available on the website homepage under "Meeting Highlights". She and Oralee then opened the discussion. One item brought up was the number of Sections needed to be cut; Oralee explained that 100 sections for both Fall 2010 and Spring 2011 need to be cut. Chris then reviewed the process last year, the trouble in planning for the cuts the State was making, and how GC is now trying to plan ahead to make the cuts more even between semesters. The point was made to keep in close contact with Department Deans regarding cuts, as the initial cuts were lower than what was actually needed. Chris reiterated that GC is trying to plan ahead this year, to avoid major cuts to Spring sections again. She noted discussions regarding section cuts, how the department is doing meeting its target, etc....need to take place in the Departments with the Department Deans. A concern was that Spring received heavy cuts this year, will have an additional 100 cuts for Spring 2011, and a possibility for further cuts once the State budget is done; making it difficult for students to graduate and transfer. Chris suggested that if Chairs and Coordinators wanted to adjust the cuts to Fall and Spring that the discussion needed to occur now, in order to make changes. Chris noted that the overall goal is to reduce the number of students over

the allotted FTES GC is serving. A discussion occurred regarding Line Sheets and the deadline for those. Janet clarified that the Line Sheets do need to be turned in for the Fall 2010 schedule. Discussion then occurred regarding cutting more sections now, with the idea of being able to add back later rather than cutting sections once students are enrolled; GC would like to cut as many sections as possible to reduce the number of students above FTES without cutting so much that the cuts begin to affect the ability of GC to have graduating and transfer students. The concern was raised that the cuts are only coming from the areas of teaching and not administration or at the District level; Chris noted that at the DCEC, Planning and Resources meetings, etc...cuts are being made everywhere and that by reducing the number of FTES over cap, increases available funds campus wide. Chris then noted that two Committees are being reinstated; Enrollment Strategies and Room Utilization, both being involved in the "big picture" on the budget issues. Chris asked that the Chairs and Coordinators be the faculty members on these committees as they have more expertise on what is happening in the Departments, how cuts are affecting them, and would be the most useful in providing that information to the Committees. Oralee would be sending an e-mail regarding the Committees and asked that responses be in by Friday. More discussion occurred regarding Section cuts, the impact on Spring and graduating students and the impact on departments. Tim clarified that the cuts seen for Spring (204) also included Intersession being dropped. Tim noted that the section cuts are just a portion of the reduction plan, but the cuts realize a decrease of FTES. Tina Young noted that increased cuts (above what is currently being asked) to AOJ would result in a negative impact on students and their ability to graduate. Tim then reviewed the summer school reductions and the impact on FTES; and possible further reductions of summer school next year in order to preserve Fall and Spring courses. Tim then reviewed the Budget and the \$14 million deficit; he explained some of the items they have budgeted for will not be fulfilled, thereby reducing the budget; some areas will be reduced (office hours/a 4/10 summer work schedule); the section cuts; and not back filling some areas (not filling all vacant positions). The question was asked how much is assigned to GC and CC; the average percentages of dollars allocated are approximately 69% GC and 31% CC with portion of expenses being the Districts as well. Chris noted that the budget has to be looked at as district wide; then it has to be reviewed at the college level. In regards to the critical positions being filled most of those are either administrative or classified; as far as replacing faculty -over the last two years there has been an 18% reduction in the number of sections being previously taught and that should help reduce the strain on faculty. Tim noted that many of the reduction ideas came from the suggestion box, some have already been implemented, and the suggestion box will continue to be open. Tim noted that the people who know how the college operates and what it takes to make it operate are the Chairs and Coordinators; be looking at ideas for saving at the department level, when something is creating savings at the department level present it to the district. Discussion occurred regarding furlough days; Tim noted that furlough days have been suggested, but is part of the bargaining contract and would have to be discussed at the district level. In closing Tim reviewed the budget, some of the savings that has already been realized, and the items that are proposed; and emphasized that the budget is still changing due to the State budget. It was noted that GC will be well into the Fall semester before the State budget is presented and the affect it will have on GC will be known. The concern was raised whether or not the cuts were just being looked at in numbers or as an overall picture. Discussions occurred regarding the impact the cuts are having on various departments and programs and their ability to serve students. Janet noted that yes GC is beyond the easy cuts and it is starting to affect Departments; she noted that the Enrollment Strategies Committee needs to get up and running so it can be looking at these issues and what direction the college needs to go. At this point GC just needs to get a first look at the Fall schedule to determine what can be done next. Sheridan voiced concern that an overall picture needs to be seen so that decisions can be made within the departments and faculty can work together rather than against one another. Oralee noted that the Enrollment Strategies Committee will help in dealing with the cuts and looking at the overall picture.

II. Discussion of Summer Compensation for Chairs and Coordinators

Oralee presented a draft copy of *FAQS ABOUT ADJUNCT FACULTY RE-EMPLOYMENT PREFERENCE RIGHTS*. She asked that the Chairs and Coordinators review it and that it be brought back to the next meeting for discussion and suggestions.

Janet then presented a draft copy of *Proposed Formula for Department Chair Stipends for Summer 2010*. Janet asked that the Chairs look over the formula and suggested components and review any items that might not be on the list. Some items mentioned were; student assessments during flex week, overseeing math study center, closing budgets for classified staff, filling adjunct vacancies, overseeing and being available to instructors during summer hours. Janet noted that everyone is fulfilling more than they are paid for, but what she is trying to do is get some reasonable compensation for Chairs and Coordinators for summer. Oralee asked that Chairs send any additional items to be considered for the formula to Janet via

e-mail over the next two weeks. Oralee asked that any ideas regarding the *FAQS ABOUT ADJUNCT FACULTY RE-EMPLOYMENT PRESFERENCE RIGHTS* be sent to her over the next two weeks as well. Both items will return at the next CCC meeting.

III. CCC Blackboard site plans for revising the CCC Handbook

Due to time constraints this item will return at the next CCC meeting.

Closing Moments

The CCC meeting adjourned at 12:20pm.

Next CCC meeting is scheduled for April 12, 2010 room 524