

## College Council Minutes

April 3rd, 2012

2:30 pm

Karas Room, LTC

College Council Members: Doug Garrison, Carsbia Anderson, Celine Pinet, Steve Ma, Michael Gilmartin, Julie Bailey, Gary Bolen, Mark Clements, Jonathan Osburg, Stephanie Perkins, Fred Hochstaedter, Adria Gerard, Alan Haffa, Lyndon Schutzler, Loren Walsh, Amelia Hellam, Kali Viker, Suzanne Ammons, ASMPAC Pres. Stephen Rose (need replacement), ASMPAC Rep (vacant)

**Absent:** Julie Bailey, Mark Clements, Stephanie Tetter, Lyndon Schutzler, Jonathan Osburg, Kali Viker, ASMPAC Pres. and ASMPAC rep. (need replacements).

### Campus Community Comments:

- Gary Bolen announced that beginning with Thursday (April 5) the Theatre Arts department will begin its 2012 “At-Home-On-The-Road” main stage season with *The Musical of Musicals (The Musical!)* at the Wharf Theater, and continue through the 29<sup>th</sup>. The anticipation is that all Theatre Arts activities will be able to return to campus in early March 2013, upon completion of the Theater project.
- Alan reported on the Towne Hall meeting of March 22<sup>nd</sup>, hosted by Alan Haffa (CTA) and Loren Walsh (MPCEA). Two advertisements went out, although the forum was not heavily attended, which appears to reflect a general satisfaction from the community as to how the college is run. Three persons spoke—Elliot Roberts (Faculty retiree, Carlos Ramos, LULAC, and Birt Johnson (Citizens Bond Oversight Cmte-member). A three question survey was available and distributed.
- Loren reported that along with himself, Stephanie Tetter, Barbara Lee, and Loren Steck will serve on the committee charged with selection of the hiring firm for the President/Superintendent search.
- Carsbia announced that ASMPAC is planning an Earth Day Project.

1) **Minutes – March 20, 2012:** Approved as recorded (revised version distributed tracking minor grammar improvements).

### 2) Action Items (see available handouts):

#### a) Academic Affairs Reorganization (Celine Pinet):

- i) **Scheduler Position – First Reading** - This position was presented as an action item/first reading as it is a “net-new” position. The position will be presented to the MPCEA and as also explained, has been forwarded to the CSEA headquarters for review/ratification in accordance with the 610 policy. The 610 review policy dictates that any change in the job description must go to the membership for ratification. Currently, there is an effort to revise policy to require approval by the MPCEA Executive Board, rather than the current practice of seeking approval from the membership as a whole.

Alan presented the following statement on behalf of Social Sciences Division:

*“Social Sciences Division supports the quest of the Academic Affairs Office’s and the VP of Academic Affairs’ Office and agree there is a need for the additional position, however, the Division voted unanimously to recommend that filling any positions, including this one, should be done through reassignment. Because of the budget crisis and the likelihood of having to consider wage concessions, it is believed that Administration should conduct a “across the board” assessment, and if there’s priority for this current position, that the need be met through reassignment.”*

Dr. Garrison reminded the group that the district’s interest is to continue with what has been its “practice” of utilizing reassignment opportunities wherever doable. Though this is not

“policy”, it has been a “practice” as we have reassigned about 4 positions or so within the last 18 months. Conducting an “across the board” assessment as suggested by the Social Sciences Division may introduce conflicts in connection with contractual limitations (voluntary and involuntary transfers etc.). The district’s interests are to continue to with what has been the practice of evaluating ways to fulfill a critical function using existing resources, however, conditions will vary, and the option of reassignment is not always possible.

Loren added that where work duties vs. work distribution changes come into focus, that it also be shared with the DOMs (Division Office Managers) and an overview of how the realignment became necessary and how it is proposed to be carried out along with any impact to their own workload issues. He suggested a follow up meeting to the one of 6 months ago (Mike Gilmartin and Marty Johnson) be held.

**3) Information Items (see available handouts):**

**a) Budget Updates 2011-12, 2012-13 (Steve Ma):** Steve shared a 4-page handout explaining each page:

*Page 1: reflects how we arrived at the current 2011-12 budget adopted September 2011. This included adoption of the worst case scenario. The budget response included a blend of savings through attrition, wage concessions, use of district one-time funds and workload reduction measures.*

*Page 1a: Updated 2011-12 budget with changes to include many of the anticipated savings not likely to materialize, an unanticipated deficit coefficient due to shortfall in enrollment fees and shortfall in FTES generation. The unbudgeted deficit totals approximately \$2.2M.*

*Page 4.1: Budget development for 2012-13 assumes worst case scenario including trigger cut of \$1.76M if the November tax initiative fails.*

**2012-13** – Steve explained the list of anticipated increases for 2012-13:

- Trigger cuts \$1.76M
- Deficit coefficient unknown
- TRAN (Tax Revenue Anticipated Notes) \$50,000 (cost of)  
*(We applied for TRAN in 2011-12, but withdrew as cash reserves were deemed sufficient. 2012-13 does not look as positive.)*
- SIS fee increase due to Pasadena’s departure from the consortium, leaving the remaining two member to bear the cost. \$60,000
- PERS – has lowered its long term investment rates on its portfolio. Since payouts are the same, they may consider spreading the increase (employers contribution) over 2 years. \$0
- Classified/Reclass equity (last year) \$122,000
- Additional cost to increase FTES \$0  
*(May need to purchase FTES, increase adjunct budgets.)*
- Search Consultant \$30,000

Savings from FORA Environmental Insurance expires.	(\$50,000)
<b>Total Deficit for 2012-13</b>	<b>\$1,978,078</b>
<b>Unbudgeted deficit for 2011-12</b>	<b>\$2,230,503</b>
<b>Total (Approx.)</b>	<b>\$4.2 M</b>

Steve added that efforts included in resolving the deficit will rely on consideration given to collective bargaining discussion results (negotiable), wage concessions, use of one time funds, savings from attrition and retirements. Currently the CDC operations are being examined for savings.

In this last year, we had several one-time expenditures such as the new Student Information System, Marina Ed. Center opening, new building completions, Thin Client). The current SIS costs were discussed and we were reminded that first year software system rollouts are typically difficult and evaluation should be withheld until a minimum of one year has elapsed. Any other system would cost nearly \$5M. The Student Success Task Force alluded to a statewide system which could provide uniformity across all 112 colleges, so we will need to wait and see what transpires.

Conversation followed in which Celine added that aside from being down two dean positions, there are three areas of change which have accumulatively incurred significant impact resulting in the current need to realign resources within the Academic Affairs Office. The three areas are system changes, state mandates, and additional data requirements as per an audit.

The group was reminded of the challenges in supporting our process of shared governance while balancing issues of collective bargaining.

It was shared that a limited number of schedules will be printed, maintaining that the web still serves as the primary resource. While technology supports the move to a paperless society, our culture still maintains the expectation that paper be available. Technology is advancing so quickly such that e-mail is becoming less used. The anticipation is that before long, people will be relying on IPADS, and tablets. It is likely that this will be the true test of having become paperless and as a result, the college will be finding itself obligated to providing conduit and the connection, rather than making available vast numbers of computers.

The Planning and Resource Allocation Process – Model is being examined by PVP for updating the process alongside the timeline and this is anticipated to come forward to College Council soon.

**4) Discussion items for *future* meeting:**

- a) MPC Technology Vision/Challenges:
- b) Board Policy Revisions: <http://mympc.mpc.edu/Committees/PACC/default.aspx>.
  - i) BP 3040 – Community Service (2<sup>nd</sup> reading— pending Community Ed Task Force).
- \*c) Action Plans (late spring?)
- d) Accreditation Response – Timeline from Academic Affairs

**5) Other:**

a) Committee Reports-

- Smoking- Carsbia believes he will have some additional information to bring forward to College Council soon.

***Next meeting – April 17***