

Mission College Academic Senate Shared Governance Report

These are my notes and are thus my personal perception of the discussion held. If you have questions, please feel free to contact me. If you were present at the meeting and feel anything has been misrepresented, please let me know.

Report Highlights:

- All hiring of positions with no funding will be halted.
- Chancellor plans to hire firm to conduct a District organizational study and make recommendations for changes to existing structure
- New District positions have been approved by the Board but are not in the hiring process
- Achieving a balanced budget for 08-09 depends on Land Corp stop-gap funding of \$3.4 million and use of \$5.3 million from Fund 293 (retiree benefits fund). (nb – this would not affect current retirees benefits for 08-09).
- Trustee Constantin's resolution asking for tighter controls on curriculum and enrollment reporting

Date: June 4, 2008

Meeting: Joint District Council/District Budget Advisory Committee

District Council meeting

George Kozitza (District Vice Chancellor of Finance) has developed draft criteria to be used to approve positions for funding by EMT. If there is no funding identified, EMT (Executive Management Team) has recommended stopping hiring on all those positions. The Chancellor indicated that we will not be opening any previously defunded FT classified positions. However, there is still discussion regarding whether we should continue or stop the hiring process for positions where the process has already begun (i.e. the hiring committee has already met). The Classified Senate President from WVC indicated that classified staff felt it better to stop the process. MC Academic Senate President indicated that faculty feedback was in favor of stopping the processes in motion. Mr. Negash indicated that for non-Fund 100 (General Fund) funded positions (i.e. positions paid for by grant funds or special categorical funds from the state that are earmarked for special programs), those positions can move forward.

The stopping of hiring processes does not apply to Associate Faculty hiring because those funds are already earmarked.

The general consensus seemed to be that we should not move forward on any current hiring unless funding is already identified. The WVC Academic Senate President, Ms. Bangle, reminded the group that EMT should not supercede the Academic Senates in the faculty hiring process. The Senates have already ranking the positions, but EMT ultimately made different choices at WVC. She expressed that there seem to be

inconsistencies in the current hiring processes. There were Counseling positions that moved forward without having gone through the process at WVC.

Dr. Hartley expressed that his understanding is that categorical [ed: e.g. EOPS] programs that require positions to be filled in order for funding to continue do not need to go through the Senate process.

ACE President Kleppinger stated for confirmation that only positions with identified funds will move forward.

Item #2: Enrollment Management Task Force was held over until the next meeting until MCAS President Kashima could discuss issue with outgoing Pres. Cathy Cox.

District Budget Advisory Council meeting

Item #2: 08-09 Tentative Budget

Linda Francis, Director of Business Services for the District, reviewed the handout (see documents entitled “Budget Update June 4” and “DBAC June 4”). These numbers are based on the P2 Enrollment Report to the State.

For faculty who are retiring, are we defunding those positions? The Chancellor indicated that no, not necessarily. The College Presidents along with the Academic Senates will be making those decisions based on the 75/25 ratio *[this is the desired ratio between full-time faculty and part-time faculty: 75% of instruction is by FT faculty, 25% of instruction is by PT faculty]*, the FON (*Faculty Obligation Number – every college in the state is required to have a minimum number of FT faculty – this number is set by the state and is based on an enrollment formula*), and the 50% law (*community colleges are required to spend 50% of their funds on direct instruction , i.e. faculty salaries*).

We will know what our loss of retirees is and where our holes are at the end of June. At that time, the college presidents will work with existing processes, ie. the Division Chair Council and the Academic Senates, to discuss which positions will be filled.

The next budget update from Linda Francis, District Budget Director, will be at the June 19 Board meeting. The District’s final budget is completed after the state approves their final budget (between August and October – the Chancellor thinks it will be closer to October). We will also get our 07-08 final expenditure/income and FTES report in the Fall.

The District is currently negotiating with CTA (California Teacher’s Association?) regarding whether counselors and librarians can be counted toward the instructional side of the 50% law. Faculty reassigned time may also go over to the instructional side of the 50% law.

We have been defunded by \$3.8 million. We are currently looking at retirement incentives. If we conduct an organizational study, this will affect which positions may be refunded. A member of the Classified staff asked for HR to provide a list of empty SEIU positions. The HR reps indicated they would send out this information. Ms Espinosa requested that a hard copy of empty SEIU positions list be brought to next week's meeting.

Item #4 – The Chancellor has heard lots of discussion about the need for a study of our organizational structure in the campus discussions of budget reduction challenges. His office will be putting out a Request for Proposals for firms to do a study of the District's organizational structure. The result will likely be a link to the strategic plan and the educational master plan. MCAS President Kashima asked how faculty will be involved in the selection of a firm. The Chancellor indicated that the process and the application packet will be discussed with the Senate Presidents at the Chancellor's Senate roundtable, but the decision on which firm will be selected will be an administrative decision. MCAS President asked that faculty be included in the selection process. The Chancellor indicated that he had no problem with that and that he would relate the request to the incoming Chancellor, John Hendrickson. District Council will be the steering committee for the organizational study. A deadline for completion of the study will be included in the RFP (application packet). The Chancellor would like the study to be completed by November.

Board Meeting June 5

I arrived late to the meeting – 7:45. Starting time 7pm.

WVC summer enrollment has increased 9% over 07 headcount. This is only 8 FTES below the summer goal. Trustee Stampolis asked whether we can use advertising to direct students to lower enrolled classes. It was opined that this would be quite difficult – too specific for our advertising formats.

The Chancellor indicated that on July 15, the P3 enrollment report is due to the state. In it we will report our FTES for 07-08. The State Chancellor is asking colleges to form Textbook Affordability Task Forces to look into access issues related to textbook prices.

Trustee Stampolis asked that items 6.2 and 6.2 be pulled from the agenda. He asked why we offered the contract for West Valley construction to the 2nd lowest bidder instead of the lowest bidder. Staff answered that there are other considerations such as skill and experience. The proposal were reviewed and the firm was chosen based on that review. Trustee Stampolis asked if College Council (WVC version of GAP) reviewed it. Answer: yes. He asked if the members of College Council have any background in construction that would enable them to expertly evaluate the various firms. Was the review subjective or were there criteria? Chancellor – yes there were criteria and there was also consultation with the construction consultants currently working on the Bond project. No outside consultants were involved.

Trustee Stampolis raised concern that the WV College Council made the decision about which firm to hire to address the District's Master Plan. Why wasn't Mission College involved in this choice? It appears that the WVC President and the WV College Council made the selection. The Chancellor indicated that there is no disadvantage to Mission College by moving Central Services off of the WVC campus. This needs to happen because we need to accommodate the new staff we are planning on hiring for Central Services. We are going to expand Central Services.

MCAS President asked the Chancellor to explain his comments on expanding Central Services and hiring new staff. He indicated that the Board has approved hiring a District Financial Auditor. There is currently not space for this position.

A staff member of the construction consulting team indicated that Vice Chancellor Kozitza had made the final selection of the construction firm for the District Master Plan.

Trustee Constantin asked that a copy of all future RFPs be sent to all Board members prior to Board meetings so that they can be reviewed thoroughly. It was noted that because the District Master Plan RFP was not listed on the Board agenda, it cannot be voted on without violating the Brown Act. Only the college Master Plan RFP can be approved tonight. There was a motion to approve the WVC Master Plan RFP. There was then a motion made by Trustee Stampolis to bring back the WVC Master Plan RFP on the next agenda and "continue it" and add the approval of the District Master Plan RFP. This motion was approved. For item 6.3 all Trustees approved, Stampolis voted nay.

Item 8/3 Measure H Capital Outlay

There was a Powerpoint by the construction consultants. It showed the status of each building project and the estimated completion date. The Main Building replacement will be completed 2014/15. Hospitality Management building reconstruction will be completed 7/2010. Redesigned MC Campus Entry will be completed Spring 2010.

Trustee Constantin read aloud a resolution to be discussed at a future meeting. The resolution requested tighter controls on enrollment reporting and curriculum processes and Board involvement in the controls. The Chancellor indicated that this resolution may violate Education Code, Title 5 and existing Board policies. WVCAS President Bangle reminded the Board that the Academic Senate has purview over curriculum processes and this resolution may violate the Senate's legal purview.

After the meeting, the Chancellor gave me more information on the District positions that have been approved for hiring by the Board. They are:

- Associate Vice Chancellor of Research (new position – job description approved by Board)
- District Researcher – (job description already exists)
- Grants Developer – (new position – Board approved)
- District Auditor – (new position – Board approved)

He indicated that these are not currently being hired because there is no funding.

Stephanie Kashima
Mission College Academic Senate President