

**Modesto Junior College**  
**College Council Meeting Minutes**  
**January 24, 2011**

**Present:** Mike Adams, George Boodrookas, Carmen Fernandez, Rose LaMont for Jillian Daly, Gaither Loewenstein, Adrienne Peek, Joan Van Kuren, Karen Walters Dunlap, Barbara Wells, Adam Webber (ASMJC), Sam Pierstorff (Faculty Consultant to the Board)

**Absent:** Julie Berg, Jillian Daly, Rosanne Faughn, Wendy Griffiths-Bender, Don Low

**Guests:**

**Business**

**1. Review of Minutes**

**Action Item**

The minutes of December 6, 2010 were approved with thumbs up vote.

**2. Review of Agenda**

Addition agenda item: Management Position Modifications

**PRESIDENT'S OFFICE**

**3. Modification of Management Positions**

Gaither informed members that an interim Dean of Career, Technical Education person will be named that will incorporate Workforce Development oversight.

On the Student Services side, there was an unsuccessful search for the Dean of Special Programs. The Director of Student Success and Special Projects and the Director of Workforce Development positions will not be filled. An interim Associate Dean position will be created and a person named to this position.

These two interim positions, combined with the elimination of other management positions, will result in significant savings with a net effect of \$180,000. Basically, the college will have three people doing the jobs of five people.

**4. Budget Reduction Suggestions**

Gaither Loewenstein referred to his earlier email that went out to the college community explaining Governor Brown's proposed state budget for 2011. In that email, Gaither detailed the possible negative effects this budget would have on the college.

Gaither reported that the process of meeting with the President's Cabinet and others who will explain the need for budget reductions to their constituent groups, has already started. Discussions are taking

place with District and College managers. On Wednesday, there will be a Chancellor's Cabinet meeting augmented with Vice Chancellors. Contracts in place are District contracts and it will be a District seniority list the Chancellor's Cabinet will be working from. Instructional and Student Services Deans have been asked to come up with a list of programmatic reductions and eliminations. The process they use has not been dictated to them. Gaither has asked through the vice presidents for those suggestions by February 10<sup>th</sup>. He has also received a lot of suggestions from people since his email went out. The February 4<sup>th</sup> Planning & Budget Committee will be dedicated to listening to people's suggestions with an open forum venue. After the forum, Gaither will do further consultation with the three MJC Vice Presidents, culminating in \$8 million in proposed budget reductions for review and possible approval by the Board of Trustees.

Gaither will meet with the Interim Chancellor and the Interim President of Columbia College. At that point, each will have their specific lists and they will need to figure out who goes where as far as bumping rights. At some point prior to March 4<sup>th</sup>, Gaither will send out a list of the full \$8 million in budget cuts and will probably name positions affected.

At its March 4<sup>th</sup> meeting, the Planning & Budget Committee will listen to testimony from people who want to advocate for positions. There will still be a chance to modify the list before the March 9<sup>th</sup> Board meeting to be held at Columbia where the Board will act on the recommendations. Recommendations will be made to the Board by Joan Smith, Dick Jones and Gaither Loewenstein regarding the three cost centers. Gaither pointed out that once the suggestions come to him and he makes up his list, the recommendation will come solely from him for MJC and not Planning & Budget or other groups.

Mike Adams informed members that there is a program guide for procedures to possibly eliminate programs. Gaither responded that he has read the procedures and it looks like it is a three year process. Mike said that it is supposed to end this semester. Gaither stated that our imperative is to reduce the budget under the worst case scenario. The compelling date is March 15<sup>th</sup> and pink slips have to be done before that time.

Joan Van Kuren stated: Staff is requesting that the President send out weekly updates as possible. Staff would like a lot more transparency on this. Communication is what I have been hearing and this is what we might have to do. Staff want to know what the President is thinking and what is going on.

Gaither responded that the college has vehicles for communication. There are shared governance groups. College Council is a governance group as is Planning & Budget. Gaither has informal lunches scheduled in the staff rooms that anyone can attend as well as Pizza with the President for the students. In any of those venues, information will be available and it is up to those who attend to share information. Gaither said that what he is not going to do is send out weekly communications. He does not know what he is going to do at this point until he sits down with all the information after all suggestions are in. He feels he does not know beyond what he has laid out or of what value a weekly update would be. He reiterated that no decisions have been made regarding budget reductions.

Adrienne Peek informed members that rumors are flying and she has heard some things are definitely going away. Gaither reiterated that no decisions had yet been made regarding proposed budget cuts.

Gaither stated that probably the first week of March, his list of cuts will go out. He added that these recommendations are just his thinking and he does not feel there can be an \$8 million cut across the board because that weakens the whole institution. He would rather see MJC be a smaller college for instance, a \$70 million college rather than trying to be an \$80 million college on a \$70 million budget which would be a recipe for mediocrity. Toward this effort, based, in part, on deans' recommendations Gaither will attempt to shrink the range of offerings programmaticaly. There will be programmatic and service reductions with layoffs being inevitable. As a consequence of not laying anyone off the past two years, MJC's budget has risen. As a result from some people leaving and others staying, the college has a skewed workforce with too many people in some areas and not enough in others.

Gaither will be looking at the College and District mission. He added that within the scope of that mission, you have to look at everything you do. Three important areas are: Transfer, career technical and basic skills. Most of what the college does already includes those three things. He will be looking at student success and access and how many students are being served. Gaither will not be looking at the last three years because we have reduced our course offerings, the economy has gone in the tank and people are trying to get as many units as they can thereby filling virtually all available courses. He will be looking at 2006-2007 for data and currency of the program for vocational. Karen Walters Dunlap mentioned the advisory requirement and other requirements for these programs. Gaither added whether students are being prepared for the workforce and if SLOs are being done will be considered. Also, duplication within the College and District will be looked at. The same criteria used for adding courses will be what will be used for cutting courses. The college can no longer subsidize the categorical cuts made two years ago where positions were backfilled with Fund 12 dollars. Because of this, it is likely that Student Services will be harder hit because that has to be rectified.

The \$8 million does not include step and column which adds \$1.1 to the mix. Gaither will be recommending that classified be given pink slips at the same time so they will have more time to make plans. A 45-day notice is required to give to classified employees who will be laid off.

## **5. Bookstore**

Adrienne Peek requested that College Council revisit the bookstore issue: Faculty members submit book orders and then the bookstore has a policy of estimating how many of that number they will actually sell and reducing that order. The bookstore does not communicate that to the faculty and students end up without books and CDs for online courses. She feels that the big thing people miss is when students go 3-4 weeks without books, it really inhibits their success and nothing has changed since having a meeting regarding this. Bookstore personnel tell students that their instructor did not order enough books.

Gaither suggested that Adrienne ask that her representative on District Council make a request to put this item on the District Council agenda.

Sam Pierstorff thinks that MJC should have their own press for faculty who publish their own books. A common handbook is being discussed. Gaither added that once we get through this, he thinks a spirit of entrepreneurship will remain.

## **INSTRUCTION**

### **6. Accreditation/Institutional Effectiveness (AIE) Committee Update**

No report

### **7. Enrollment**

No report

### **8. Report - Institutional Effectiveness congruency with mission statement and SLOs**

Karen Walters Dunlap requested this item be tabled as the Accreditation/Institutional Effectiveness Committee (AIE) has not discussed it yet.

## **STUDENT SERVICES**

## **COLLEGE ADMINISTRATIVE SERVICES**

### **9. Planning & Budget Committee**

No report

### **10. Measure E/Facilities/Capital Construction**

No report

## **CONSTITUENT REPORTS**

In the interest of time, no constituent reports were taken. Adam Webber left a report informing members that ASMJC will have Pizza with the President and the first annual ASMJC Soup Bowl.

## **ANNOUNCEMENTS**

Archbishop Desmond Tutu will give a professional development presentation on March 5<sup>th</sup> to the college community. Gaither pointed out that despite budget cuts he thinks the college still has to continue to invest in faculty and staff.

## **FUTURE AGENDA**

1. Report from Institutional Effectiveness congruency with mission statement and SLOs

## **ADJOURNMENT**