



ROUNDTABLE MINUTES
May 6, 2009

ROUNDTABLE ATTENDANCE:

x	E. Anderson	x	D. Davison	x	Rachel Mbassa	x	P. Sanger
x	S. Anderson		C. Dukunde		Raissa Mbassa	x	R. Sias
	S. Barker	x	K. Harral	x	J. McAlpin	x	K. Smith
	C. Burns	x	A. Harris	x	A. Meezan	x	M. Smith
x	M. Casey	x	P. Hyland	x	M. Murphy	x	A. Stenger
x	A. Chavez		J. Ko	x	D. Peck		G. Violet
x	M. Chenoweth		B.Kreiss	x	O. Ndoutoume		
x	R. Cormia	x	L. Lum		L. Rodriguez		

APPROVAL OF MINUTES – April 15, 2009

Minutes were approved with one correction:

Change date of the minutes – from March 15 to April 15

ITEM 1 – TRANSFER PRESENTATION – Chenoweth, Heslet, Day

Suggestions/Comments:

- Transfer opportunities need more visibility on campus
- People w/BA seeking second BA need to know about TAG– would like an on-line BA program
- Deadlines for TAPs need to be better communicated to faculty
- Educating faculty more by being at divisions that have a transfer focus - (Transfer has offered to meet at div meetings)
- Contact specific instructors teaching GE courses with transfer deadlines
- Important that faculty/students visit the transfer center fall and spring quarters
- For students being denied at High School level to UC and CSU need to educate them more about our transfer program
- Need more outreach to connect High School students with honors program
- “your bachelor’s degree starts here” – resource for High School thru Outreach
- Honors institute, transfer needs, voc ed career ed/basic skills should be more visible on our website
- SJSU wants to develop specific TAA in math, science and engineering
- Our a local community knows more about transfer than voc ed career tech courses
- need to dilute stigma around workforce ed
- 28% of honors students already have BA
- need FAQ sheet ie questions...what to do if you miss deadlines etc.

ITEM 2 – BUDGET REDUCTIONS – Miner

We will need to ask...what is the evidence that the program or service you offer, supports transfer, basic skills needs, workforce prep, and serves populations that would not otherwise be served?

Are there ways of re-structuring ourselves that allows us to provide a wide variety of tasks?

Process for sharing the decisions reached...began discussion Nov. '08.

Everyone should be aware that while not a lot of public discussion took place with regard to the lists of positions or programs being considered, there have been weeks and weeks of discussion of what are the right things to do. Judy thanked everyone for their participation, emails, phone calls and feedback - they reached her.

Tomorrow and Tuesday afternoon cabinet and affected members will be meeting to let staff know that their position would be on an elimination list for 7/1/10 (unless there are additional financial burdens due to failure of May elections or June revise....may not be able to use the dollars reserved for that - then layoffs would be effective January 1, '10).

“How you can hire when you are laying off”... this is a part of those difficult decisions that have to be made about the most strategic positions within the institution. In the case of the Transfer Director, all of the work that goes around transfer is one of our main missions and we stake our reputation on our ability to transfer students. That does not happen through volunteers and needs leadership to insure that continues. The roles these positions play in student success are immeasurable.

Declined the suggestion that Language Arts be combined - it needs specific leadership

On Wednesday next week Judy will share a list of positions, not by name, with RT – so you can understand the scope and scale of what we have to do. You also have a new organization chart and will lose 3 administrators...people will be stepping up to do more without any additional pay.

We really need to keep in mind that a lot of things will change over the next year. The individuals that will be identified may not be leaving campus due to bumping rights. There will be shifting from campus to campus to central services...etc it will be a changing landscape.

Ask for compassion for each other because everyone will live with the consequences of this...going to be tough times – this is bigger than any of us.

Judy shared that she does not have a contract beyond June 30, 2010 - if she gets a new contract she will ask that she not be given a step increase – will give 5% back to campus. It was the deal she made if anyone had to be laid off.

We still have capacity to do our mission. And will look for a lot of creative ways to make that happen. Call to work together especially proposals that will go to bargaining groups regarding benefits and salary reductions.

Davison – what is De Anza doing with 2nd summer session?...

Miner – FH haven't talked about it - previous attempts for an intra-session in May wasn't successful.

DA has 1400 -1500 FTES that has to be made up for closing job corps.

Pay rates are more expensive in summer and students are not often FH students.

Sias - how were reductions determined and what was process...for administrators, where can we assign the work? For class staff all have contributed to mission of campus but have you looked at consequences if they are not there.. where ? and look at others we really could not cut back

on, ie. transfer, basic skills and workforce need to be protected. And don't want to go "across the board" for a symmetry of suffering, not everyone has adequate resources to begin with.

Some areas we can move over to grant funding, some might be able to generate grants.

There wasn't any one criterion, no score sheet...it wasn't simple – it was holistic, what do we need to look like as an institution and what do we need to serve students.

Took advantage of vacancies – with admin assist we have fewer because positions not filled. Where there are multiple positions in some areas - that has been looked at as well.

Will continue to evaluate as people resign and retire or find jobs.

Decisions made with the best info we have today on the budget and warned the cuts could go deeper at a later date.

ITEM 3 – Townsend-Merino

Reviewed:

1. Draft proposal of the Educational Master and Strategic Planning themes and initiatives. Resources requests will be asked to drive the strategic initiative or improve student learning. Results of visioning meeting - handout #1

2. Draft proposal of Foothill College's Mission, Vision, Values, and Purpose Statement.

Karen would like to see parallel construction in title vs first word in each paragraph.

3. Draft proposal of Foothill College's Integrated Planning & Budget Process Taskforce which includes: the committees being formed, guiding principles, membership structures - handout #2

Charge was to develop a new planning and budget structure