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**Shared Governance Council**

**SPECIAL MEETING**

**June 25, 2014**

**Minutes**

**Present**

Michael Wyly, James DeKloe, Kevin Anderson, Debbie Luttrell-Williams, George Olgin, Richard Crapuchettes, Maire Morinec, Diane White, Yulian Ligioso, Peter Cammish, Patrick Killingsworth

**Absent:**

Karen McCord, Jeff Lehfeldt, Nasir Baig, Robin Darcangelo

**Call to Order**

The meeting was called to order at 12:24 p.m. by Chair, Interim Vice President Diane White.

**Approval of Agenda**

It was moved by Maire Morinec and seconded by Debbie Luttrell-Williams to approve the agenda as presented.

The motion passed unanimously.

**Public Comments**

None

**Budget**

Vice President Yulian Ligioso shared with Council members the 2014-15 tentative budget for the College, which was presented to the Governing Board at their June 18, 2014 meeting. Vice President Ligioso reviewed the College’s revenue assumptions based upon the State budget:

* Stability funding at 8,300 FTES
* Centers to maintain base funding
* 0.85% COLA
* No Growth
* Rising non-resident tuition revenues
* Reduced lottery funds
* Scheduled Maintenance/Instructional Equipment
* Mandated costs

VP Ligioso then shared budget information based upon a 9% reserve level (SGC had recommended a 6%-9% reserve at a previous meeting).



There was considerable discussion regarding the 9% reserve amount. Jim DeKloe stated that faculty felt this was too high of an amount. Vice President Ligioso will bring to the next meeting a spreadsheet that would show different budget scenarios based upon different reserve amounts. Vice President Ligioso also stated that he would be happy to make a presentation to the Academic Senate or any other group to explain the rationale/importance of maintaining a healthy reserve.

A listing of vacant positions for 2014-15 dated 6/25/14 was distributed and reviewed. Patrick Killingsworth, Director of Fiscal Services explained that in consultation with the Deans/ Directors and the Superintendent-President’s Council, it has been proposed to not fill the following positions for the 2014-15 year:

* Associate Dean of Career and Technical Education
* Director/Research and Planning
* Computer Lab Tech – Math Activity Center
* Cosmetology Lab Assistant
* TV and Cinematography Lab Tech
* Administrative III – Vacaville Center
* Reading/Writing Lab Tech
* Accounting Instructor
* Mechatronics Instructor
* Science Lab Technician – Main Campus

Maire Morinec noted that there are two faculty positions that are currently being funded by Perkins, but that this funding will end after Spring 2015. These positions will then move into the general fund, which will impact 2015/16 and beyond.

Debbie Luttrell-Williams stated that if there is a decision not to fill a CSEA position, it should not be filled by a substitute, student worker, or have the work transferred to another classified employee.

There was discussion regarding fill-rates vs. FTES. Maire Morinec stated that the Deans are looking at strategically scheduling, but there are some classes that run with very small fill rates. Michael Wyly noted that the First Year Experience Program has done an excellent job with retaining students, and the college should consider institutionalizing it, as they currently have to apply for funding through the Strategic Proposal process.

(Note: Kevin Anderson left the meeting at 1:22 p.m.)

(Note: Jim DeKloe left the meeting at 1:30 p.m. – quorum was lost)

(Note: Maire Morinec left the meeting at 1:45 p.m.)

(Note: Kevin Anderson returned to the meeting at 1:51 p.m. – quorum re-established)

Note: Maire Morinec returned to the meeting at 1:55 p.m.)

Chair, Interim Vice President Diane White stated that a broader conversation is needed campus-wide so that that everyone understands the seriousness of the budget situation. Interim Vice President White suggested that the Shared Governance Council sponsor a series of town hall meetings, with the first one taking place in early August when faculty return and then again during the Fall 2014 semester and the Spring 2015 semester. It would be good for the Academic Senate, Enrollment Management and other constituencies to participate; students should also be involved. These should be focused sessions; an adhoc subcommittee could be formed to plan out the Town Hall meetings. It would be important to have the sessions taped or live-streamed for those individuals who may not be able to attend.

It was moved by Richard Crapuchettes and seconded by Debbie Luttrell-Williams to have budget presentation at Flex-Cal and then have focused town hall meetings throughout the year.

The motion passed unanimously.

**Adjournment**

It was moved by Richard Crapuchettes and seconded by Debbie Luttrell-Williams to adjourn the meeting.

The motion passed unanimously.

The meeting adjourned at 2:33 p.m.

Respectfully submitted by Laurie Gorman

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