

- The economy is still sluggish, so there is a potential for mid-year cuts from the state. There is no reserve for the state, so these mid-year cuts are likely.
- How is Ohlone managing the problem?
 - Selective hiring freeze
 - Our 2009-2010 budget has a deficit factor to anticipate mid-year cuts resulting from personal and property tax shortfalls.
 - Increasing non-apportionment revenue – international students, facility rentals, non-resident students.
 - Implementing use of reserves and other one-time funds.
 - Implement plans for permanent budget reductions by first offering the SERP, and analyzing cost savings from that SERP to make a final recommendation to the board in November. There is no magic number that can make the SERP a reality. We're hopeful to generate \$500,000 in first year savings.
 - Reduction of classes, resulting primarily in a reduction in the adjunct faculty budget.
 - Several other ideas that Ohlone is looking into – changing the locations of we offer classes, to reduce utility costs. Establishing funds to address categorical program cuts, perhaps from the general fund. We'll have to keep an eye on the 50% law though, because districts are not being given blanket dispensation.
 - Lastly, if necessary – we'll generate a plan for layoffs. Layoffs are a last option for us, we're hopeful that we get significant SERP participation. We'll also need to evaluate the SERP, because some of the vacancies may be in areas we can't leave vacant. We'll analyze minimum staffing needs by department, determine those positions which are necessary to fill and go from there. We would like to perform a job classification study and staffing assessment, to have someone from the outside look at what our needs are. This all has to happen through the negotiations process.
 - Question: How much does an outside source, a job classification study cost? It's very expensive - \$90,000. One would need to talk to every classified and administrative employee in the district. The consulting firms that we've talked to have decades of experience and I'm confident that their proposal is competitive.
 - Question: It sounds like the idea of that study is to find some places that could get cut? The real intention is that we have job classifications and position descriptions that reflect what people are actually doing in their jobs. There may be some requests for increases or decreases in compensation because the responsibilities for certain positions are more involved that what is reflected on the job description.

3. Retreat Agenda

PIOs

- At the retreat, College Council will talk about and approve the PIO process. The prioritization will need to be done at a later time – the timeline is not realistic to accomplish it at the retreat. For instance, in academic affairs, faculty will want to weigh in on the important PIOs. With faculty not back yet, we can't make more than an approximation. Also, because of the way the budget is shaping up, we may not be moving our 2009-2010 budget forward until October.
- The other impact is that program review is going to be starting again. This is not unusual, such timing glitches – this is the first time we're doing this, and we're figuring out how these things work. We don't have a lot of resources to put towards program review and PIOs right now.

Objectives

- We'll have a change to go through the objectives. It's better to have the objectives stated ahead of time, so that these new program reviews have knowledge of the objectives.

Reports on Campus Plans

- We'll get an overview of the Facilities, IT and the other campus plans that we reported on our outline plans to the accreditation committee and how these are related to our strategic plan.

Feedback from College Council Member Survey

- Please remember to fill out the survey. We'll be discussing the results of this feedback at the retreat.

4. Task Force on the Budget Committee

- One function of the Budget Committee would be the prioritization of the PIOs before they come to College Council. For the interim, we'll have the Process Assessment Team do this.
- We want to form a three person task force to discuss the function of the budget committee.
- One issue was transparency of our budget – that might be a function of the budget committee.
- Joanne Schultz, Tim Roberts have volunteered for the task force, and Kevin Feliciano will follow up with Dr. Browning.
- Dr. Browning will sit in on the task force meetings.

5. Council By-Laws Amendment Proposal

- The proposed changes to the by-laws are two additions to membership (Article 3) – the AVP of Human Resources (as a result of the position now being an AVP instead of a dean), and an adjunct faculty member.
- For the adjunct faculty member, College Council had previously discussed the idea of a stipend. It is not in the place of College Council to discuss a stipend, but it is a topic for the adjunct's contract.

MOTION: Moved/Parks; Seconded/Schurtz: Passed to approve the proposed changes to Article 3 of the College Council by-laws.

6. SERP Update

- So far the MOU has been signed by UFO and the SEIU, still in negotiations with CSEA.
- It would be very good if all employees could be involved in the SERP, it could reduce the need for layoffs.
- One other district is offering a similar package, it's not quite as good – Ohlone is among a few districts that are doing this.
- Question: Why aren't more districts doing this? It's not always financially feasible. For instance, at the state level, if this was done state-wide, it wouldn't be financially feasible. Also, if you don't have enough employees that are eligible, you can't offer a SERP.
- Comments:
 - Originally, 75% of teaching hours are supposed to be taught by full-time faculty, 25% by part-time. This isn't realistic. Our full-time faculty obligation is 126 - it will go down again with this reduction. We're still way above our obligation. The faculty and administrators that have retired or left recently have held us at 50%, we were left in good shape.
 - The 50% law, which says that 50% of our funds must be spent on the classroom – it comes from K-12 districts. If you think about the 50% law going away, it's a much bigger issue – it's huge to K-12 districts.
 - Question: Where is the 50% law? It's in Education Code. It's not titled as the 50% law.

7. Board Update

- The board will see a presentation on the interim audit report.
- They are also continuing to work on board policies. The board is finishing up the policies related to the board (BP 2000s). They are now starting to review policies that will potentially need increased involvement on behalf of the college community – Faculty Senate, College Council, etc.

8. Constituent Group Feedback

- Is anyone hearing anything in their groups about SERP? It's definitely an important topic. SEIU has discussed SERP at their meeting, and a lot of members went to Keenan's information meeting. Another information plan is scheduled for August 28th. Keenan will provide opportunities to talk to people that have taken SERP already, at other districts. Most of this will be about the individuals, and what they plan to do.

- There are some differences in the SERP offerings, because STRS and PERS are different. For instance, you have to be 55 to retire with STRS, and 50 for PERS.

9. Suggestions for Future Topics

- E-mail any suggestions for future topics to Tim or Gari.

ADJOURNED: 3:58 p.m.

FUTURE MEETINGS / 2009: Summer Schedule

(3:00 - 4:30 / 1407 & SSC):

- Summer/Fall Schedule: 2009
Mondays, except as noted*
Room 1407 & SSC (3:00 – 4:30 p.m.) as follows

August 26, 9:30 am-4:30 pm, Council Retreat, SSC
September 8 (Tuesday due to Labor Day Holiday), **1407**
September 21, SSC
October 12, SSC
October 26, SSC
November 9, SSC
December 7, SSC