

District Shared Governance Council (DSGC)
February 1, 2010
Minutes

Members Present: Co-Chair Patty Dilko, Linda Allen, Diana Bennett, Connie Beringer, Jenny Castello, Denisse Gonzalez, Ray Hernandez, Teeka James, Charles Jones, Virginia Medrano Rosales, Martin Partlan, Marsha Ramezane, Rita Sabbadini, Stephanie Samuelson

Members Absent: Co-Chair Jing Luan, Megan Eznekier, Aldo Garcia, Yraes Guerrero, Cliff Heap, Steffi Santana

Others Present: Kathy Blackwood

The meeting was called to order at 2:18 p.m.

Professor Dilko said that the term for student members on DSGC is one semester. She asked that she and Vice Chancellor Luan be informed if current student members will continue for the second semester or, if not, who their replacements will be. Denisse Gonzalez confirmed that she will continue to serve in her capacity as President of Associated Students of Skyline College.

Review and Approval of Minutes

It was moved by Professor Partlan and seconded by Dean Castello to approve the minutes of the meeting of December 7, 2009. The motion carried, with one abstention and all remaining members voting “Aye.”

Regarding the question at the December 7 meeting about whether students may be charged for materials that do not have continuing value, such as chemicals for a laboratory class, CFO Blackwood said charging students for such materials is not allowed. Any materials for which students are charged must have continuing value to the students and they must be allowed to take those materials with them after the class is completed.

Public Comments

Professor James said she was informed that some guests felt unwelcome at the joint District Academic Senate special meeting with administrators on January 25 because of the way in which the room was arranged. Professor Dilko asked that this be addressed during discussion of agenda item concerning the meeting.

Accreditation Update

A. Delineation of Functions (Function Map) Evaluation

Professor Dilko distributed copies of the “Process for Evaluating Delineation of Functions.” She said that one of the requests by the Accrediting Commission for Community and Junior Colleges (ACCJC) was that the District create a system that delineates functions and tasks at the District and College levels. It is now time to review the Function Map. It has gone out to the Colleges and will come back to DSGC later in the semester before going to the Board of Trustees. Professor Dilko said this document describes the evaluation process. The function map itself is on the SharePoint site.

B. CSM Substantive Change Proposal

Professor Bennett said the ACCJC requires that when 50% or more of the courses in degree and certificate programs are offered in the distance education mode, that mode of delivery must be approved by the Board of Trustees and submitted to the ACCJC as a substantive change proposal. The document was approved by the Board. It has been submitted to the ACCJC and CSM should know by mid-February if it is approved.

Professor Dilko suggested that agenda items 5(b), District/College budget update, and 5(c), Non-resident fee, be presented at this time as a courtesy to CFO Blackwood. There were no objections.

Information Update

A. District/College budget update

CFO Blackwood said the Governor's initial budget proposal calls for 2% growth for community colleges and a negative (-0.38%) COLA. It also proposes the elimination of any new CalGrant competitive awards. CFO Blackwood said community colleges fared better than K-12; however, it is clear that this is only a starting point and things will get worse, partly because the initial proposal assumes that the State will receive federal dollars which are unlikely to materialize. CFO Blackwood said there will likely be a student fee increase.

CFO Blackwood said the legislature is looking at midyear cuts. The State is expected to run out of cash sometime between March and June and is not expected to have a budget until that time. There is concern that the State will take local property taxes away from education. Professor James asked if there is any talk about changing the tax structure. CFO Blackwood said there are two initiatives proposing a State Constitutional Convention; however, such a convention would be several years in the making, probably would not revamp the tax structure, and would not touch Proposition 13. Mr. Jones asked if there might be a change in Proposition 13 to address businesses that pay low taxes. CFO Blackwood said she does not believe there will be any consideration of changing Proposition 13.

Professor James asked about the Colleges being over the cap in enrollment. CFO Blackwood said the State puts a cap on the number of students it will fund; any enrolled students over that cap must be funded by the District.

CFO Blackwood said SMCCCD could become a basic aid district if property taxes grow faster than its apportionment or if the District's apportionment is cut while property taxes stay the same or go up. She explained that basic aid districts are supported solely by property taxes; a district achieves basic aid status when the property taxes exceed the district's apportionment (the amount the State sends the district based on the number of students). Dean Beringer asked when the District will know what the property taxes are. CFO Blackwood said the County had to give an estimate to the State in December which will be revised in April. Next February the District will learn if it is basic aid because that is when the State can make a recalculation.

Professor Partlan asked what the District's cash flow situation is. CFO Blackwood said she does not anticipate any problems. The situation will get worse later in the year as the State delays paying what is due, but the District issues Tax and Revenue Anticipation Notes (TRANs) in July. TRANs are short-term debt instruments issued by community college districts throughout the State to accommodate periods when cash flow is inadequate to cover normal general fund expenditures.

Professor James asked about the work the three campuses are doing in terms of the budget. CFO Blackwood said proposals from the Colleges are expected to be presented to the Board of Trustees on February 10. She encouraged all interested parties to attend Board meetings to keep abreast of the proposals and subsequent action.

B. Non-resident fee

CFO Blackwood said it was not possible to bring this item to DSGC before it went to the Board because there was no DSGC meeting in January, the proposed fees from contiguous districts were not known in December, and the Board is required to adopt the fee for the following fiscal year by the end of January.

CFO Blackwood said the District has been trying for the last several years to have the fee go up at the same rate as the COLA adjustment, or close to it. The proposed increase for this year is 4%. There are two parts to the fee:

- 1) the non-resident enrollment fee for any student who is not a resident of California, set at \$199 per semester unit for 2010-11, and
- 2) the capital outlay fee for any student who is not a resident of the United States, set at \$9 per semester unit for 2010-11; these students will pay a total of \$208 per semester unit.

Professor Bennett asked if the District loses prospective students because it charges more than other nearby districts. CFO Blackwood said she does not believe that is the case; Foothill College has more non-resident students because it has very active recruitment programs. Professor Dilko said the Chancellor and three College Presidents are discussing the recruitment issue. Ms. Allen said that some time ago, the international programs were larger at the Colleges and counselors traveled to recruit students.

C. District Academic Senate special meeting with administrators

Professor Dilko said this meeting, held on January 25, was the second in a series of special meetings. The College Presidents, Vice Presidents, Chancellor, and Vice Chancellor of Educational Services and Planning were invited guests. The public was also welcome to attend. The purpose of the meeting was to help the Academic Senate leadership get a comprehensive view of what is happening across the District.

At the meeting, information was shared about the processes used at each College to address the budget issues, how shared governance was involved, and the principles that guide them in continued budget discussions. The process is different at each College, but each is based on the College's Educational Master Plan. President Mohr reported that Cañada's next step is to revisit the strategic planning process and begin again. President Claire said CSM is looking at the entire Educational Master Plan and thinking about a vision of what the College will be. President Morrow, recognizing that the Board of Trustees made a strong statement about the importance of access, said Skyline is committed to a balance of access and success.

The three College Academic Senate Presidents spoke about the processes at their Colleges.

Professor Hernandez said Skyline's Budget Committee is the main body moving recommendations forward. Suggestions came from various sources and drove discussions. Much time was spent discussing the Child Development Center, which serves few students comparatively and is subsidized by the District. Another area of discussion was academic programs. Shared governance and the Program Improvement and Viability (PIV) process were utilized, although there was a short timeframe for PIV. Professor Hernandez explained that anyone can submit programs for the PIV process and two programs, Family and Consumer Sciences and Health Sciences, were submitted. A PIV Committee was enacted which was heavily weighted with faculty. The Committee voted to discontinue the programs and this recommendation was forwarded to the Curriculum Committee, where the recommendation died for lack of a second.

Professor Hernandez said that, regarding access and success, the success piece is missing from the Board's statement on core principles and values and it is up to the Academic Senates to make sure it is considered.

Professor Bennett said CSM did not choose the PIV route. The President's Cabinet submitted a list of potential cuts. Several all-faculty meetings were held and it was helpful for faculty to learn about programs other than their own. Suggested changes to the list were submitted and Cabinet responded. In the end, consensus was reached concerning four programs. Professor Bennett said faculty chose breadth over depth.

Professor Bennett said that at the suggestion of the Senate, some language in the original list was changed; “eliminate” was changed to “hiatus” and “go to community education” was changed to “banked.”

Professor Bennett said an ad hoc steering committee has been formed to discuss CSM’s mission and vision of where it wants to be.

Professor James commented that CSM utilized a good process; faculty were pleased that they were given the list, which showed the magnitude of cuts, and were given the opportunity to come up with their ideas.

Professor Partlan said Cañada used the PIV process for two programs, Real Estate and Adaptive PE. The Real Estate program volunteered for hiatus. After the Adaptive PE program presented a defense, the Instructional Planning Council decided to close the program. Although the ESL program did not go through the PIV process, it underwent a major change in structure and streamlined the program.

Professor Partlan said that Deans have been talking with faculty about finding sections to cut and have come up with \$900,000 in budget cuts. Cuts to categoricals have been drastic and a decision has not yet been made about what to do regarding this issue.

Professor Hernandez said that to help backfill funds for categoricals that are critical, Skyline will implement a 50% reduction in summer school; defund two administrator positions, and decrease class offerings for the fall semester by approximately 10%.

Professor Dilko said all of the Colleges plan to reduce summer school, with Skyline reducing most and Cañada least. Professor Dilko said that regarding Adaptive PE, the PIV process showed that while the community was being served, very few continuing students were being served to fulfill requirements for a degree or transfer. She said the Board of Trustees wants the Colleges to consider consolidation of some programs, which might be wise for the programs but not for supporting pathways. Professor Dilko added that individual members of the Board have integrity and are eager to learn more from faculty.

Professor Hernandez said the Colleges have a vision on how they see streamlining but they have heard the Chancellor stress depth over breadth, while the Colleges emphasize breadth. He said there must be a discussion about success. Professor Dilko said that the Colleges are trying to maintain depth and pathways but are different from each other in their visions.

Mr. Jones asked what will happen to the Adaptive PE students and how the closure will affect faculty. Professor Dilko said there is one full-time faculty member at Cañada who would go into the bumping process. Professor James said that if a faculty member is qualified in another Faculty Service Area (FSA), he or she might have to teach something else. Professor Partlan said it has been determined that most Adaptive PE students are mobile enough to go to the other Colleges. Professor Dilko reminded the group that any program eliminations have not yet been approved by the Board.

Professor James said that, depending on how many more cuts have to be made, there might have to be cuts to full-time faculty. She said the District will have to decide on a process to be taken when one College closes a program and affects the other Colleges. Professor Dilko said Vice Chancellor Luan has been meeting with the Vice Presidents and Deans to talk about consequences and affects. She said there is a clear message from the Chancellor and the Board that the Colleges need to work together.

Professor Dilko said discussions are ongoing regarding essential student support programs. Professor Hernandez said many classified employees are heavily involved in support services. For example, many Admissions and Records employees do more than what their jobs call for and when these employees are cut, much of the work gets pushed aside or put away.

Mr. Jones said it seems obvious that if cuts are made to instruction, there must be cuts to support services as well. Professor Dilko said the question of proportionality is not answered yet. Professor Hernandez said it is not directly proportional because students who are at the highest risk of not succeeding are the ones who require the most services.

Professor Dilko said there has been discussion about greater transparency. She said there is not much information on the District Office and there is a question about whether it is equitable that the District Office and the Colleges all take a 10% cut. The Board of Trustees has been asked if there is a better way to divide the cuts, i.e. in noninstructional areas.

Regarding Professor James' comment that some guests felt unwelcome at the meeting, Professor Dilko said that because of the room configuration, there was room around the table for the invited guests only. She said it was a publicly announced meeting and there were enough chairs around the edge of the room to accommodate all who came. Professor Hernandez said there was opportunity at the end of the meeting for everyone to participate in the dialog.

Professor Bennett said she feels fortunate to have the leadership that exists at the District Academic Senate. Dean Beringer said she also is impressed with the work of the group.

Closing Remarks

None

Agenda Building

None

Adjournment

The meeting was adjourned by consensus at 4:10 p.m.