

MEETING MINUTES

Date: November 2 2018

Time: 2-3 p. m.

Loc: 1901 (President's Conference Room)

Item 1: Approval of Agenda and November 2nd Meeting Minutes

Presenter: Simon Pennington (Facilitator)

Minutes approved.

Agenda changed to move Textbook Cost Reduction to November 30th meeting. Approved by consensus.

Item 2: Presidents Report

President Nguyen provided a report regarding the Partnership Resource Team visit on Tuesday, October 30. She thanked everyone who participated in the PRT visit and especially recognized ASFC members. PRT made a point to compliment the students who participated during the summary report at the end of the visit. President Nguyen explained the next step process. We will receive a summary of this visit and a Menu of Options which PRT refers to as the "MOO". Council tri-chairs will then meet to discuss the plan for the MOO and then bring the items to the Council. PRT may provide up to \$200K which may be used for professional development opportunities. One professional development opportunity for the Council to possibly consider is the Stanford Design School on Design Thinking. Equity and Education have been invited to attend Beyond Diversity coming in December.

The first budget town hall was on October 24. As ACE requested position details were not displayed during town hall. The SRP and bumping should be completed by January or February. We've also had some changes this week that could possibly affect the final layoffs. Sunnyvale Center Dean resigned and also the Dean of Enrollment Services moved to AD. Part two of a three part reorganization plan will be presented on November 30. This plan will include manager reorganization and updated changes. In January or February is when President Nguyen will present the final cuts to the council and the third part of the reorganization plan.

President Communique will be released over the weekend.

Prepared by: A. Cervantes and S. Pennington, 11/14/18

Item 2: Phase 2 Budget Reduction

Questions and comments regarding the Presidents Report initiated the discussion of the Phase 2 Budget Reduction. President Nguyen made a motion to move up this item on the agenda. Facilitator S. Pennington requested the group to vote that we move up the P discussion and that the textbook cost reduction be moved to the next meeting on November 30th. The Advisory Council approved by consensus.

Faculty representative A. Edwards commented that she is aware classified staff are the most affected by budget cuts, but faculty are also affected in many ways. Faculty are aware that the admin assistants at each division are on the list to be laid off. If the curriculum deans' office are closed, faculty are concerned about losing the day to day interaction with the Deans, also getting issues resolved in a timely manner. Another concern is about students not having access to Deans, because students are sent for prerequisite clearance. Edwards asked if the college considered these concerns. Edwards would like the details of the layoffs and discuss the impact for the sake of transparency.

President Nguyen addressed the question and stated there will be time for people to give their feedback on reorganization changes. The SRP may change a lot of this so we still don't know if these positions may come back. We are not ready to have the full discussion at this time, but the January/February time frame is when to discuss.

Student Carina DeLorenzo from The Script asked to talk more about designing. President Nguyen asked B. Nikolchev, administrator, to elaborate. Nikolchev stated that it's a framework and process for problem solving and maximizes creative solutions in addressing a range of problems from product design to social issues. Carina also asked when bumping would be finalized. President Nguyen clarified that SRP still needs approval by the board, but will go to approval in December.

President Nguyen went back to discuss the concern of faculty access to deans and students to deans. She understands the importance of these areas of concern. The Council must decide today and she must submit her decision today to the board. President Nguyen continued that with the SRP possibly being larger than expected that it is possible that we may eliminate more vacant positions. At the college's reducing it is also reorganizing in order to be strategic, but she understands the worries of others as to what the changes will be. The vote today would be to approve the \$1.6 million additional reduction.

Faculty representative Ni requested that the minutes reflect the many concerns, and that nothing is set in stone referring to possibility of changes once SRP is approved. He also wanted the minutes to be reflected that the Council was not making a final decision.

President Nguyen added that with the understanding of the ambiguity, that we are following the guiding principles in regards to reducing the number of layoffs.

Academic Senate FC Chair I. Escoto commented that he wants to provide faculty with information and that he understood President Nguyen's position. He then asked for an anticipated timeline so that he can discuss the details with the Senate.

President Nguyen gave the following timeline. Reduction will be finalized in January or February. She has already presented the draft of the reorganization back in spring, so part two will be discussed with the Admin Council and then brought to the Adv Council on November 30. Part three will be in January or February once she has the final reduction list. Communication to the college will come out this weekend with the timeline.

Ex-officio Administrator and Vice President of Finance Watson continued with his presentation of the phase II reduction. He emphasized that the presentation is the same one presented at the town hall on October 24 mentioned the SRP implications and the recent vacancies of administrators would have an impact on budget. He wanted the Council to keep in mind that during all of the process we continue to follow the guiding principles. Phase II has no changes, but he wants to discuss one area in Student Services. ASFC has approved the .25 FTE to be moved to student accounts for the position in student services. Watson thanked the ASFC for listening to AVP of Student Services, Laureen Balducci's presentation on the position. Watson asked if ASFC had any questions, but no questions were asked. President Nguyen also thanked ASFC for their participation. Watson felt that they did great on number 5 on the guiding principles, which was minimizing layoffs and showed the way it was done on the power point slide. Watson and his team will continue making recommendations to the process.

In February there will be a better idea of the impact on positions. By July all the reductions will be in place. There have been a lot of strategic ways this has been implemented and this has been thought about tremendously.

President Nguyen stated that they are going to try their best to eliminate the number of layoffs. Staff ultimately laid off will have resources and the district will provide an opportunity for reemployment, to be placed on a three year rehiring list and a job fair at DeAnza for staff and faculty. The district will also look at possibilities of hiring someone who is close to minimum qualification who may just need a little training to qualify for a position.

Academic Senate Representative Maurer stated that this is very new for her and most likely will abstain from the vote because she has missed meetings. She wanted to know about the 1320 budget and curious about the implications to this budget with full time

Non-Voting
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