

# District Education Committee

**DRAFT**

## MINUTES of the Districtwide Meeting December 4, 2009, 9:30am – 12:30pm

**Committee:** Educational Committee

**Date:** December 4, 2009

**Attendance:** Wise E. Allen, Betty Inclan, Kerry Compton, May Chen, Donald Moore, Linda Berry, Krista Johns, Stacy Thompson, Jenny Lowood, Bob Grill, Pieter de Haan, Trulie Thompson, Karolyn van Putten, Inger Stark, Anita Black, Carlos McLean, Donna Marie Ferro, Debbie Weintraub, Ayele Lemma, Rona Young, David Reed, Jannett Jackson, Elnora Webb

**Co-Chairs:** Wise E. Allen, Jenny Lowood

**Facilitators:** Linda Berry, Kerry Compton

**Note Taker:** Silvia Cortez

**Guests:** Rick Greenspan, Victor Flint, Louis Quindlen, Eileen Pippins, Newin Orante, Laura Bollentino, Joseph Bielanski, Debbie Budd, MaryBeth Benvenuti, Sharon Clegg, Becky Hsieh, James Bracy, Christy Blue, Shirley Coaston, Diana Lara

**Absent:** Eric Gravenberg, Scott Albright, Brenda Lewis Franklin, Bonnie Schaffner, Pat Jameson

Agenda Item	Discussion	Follow-up Action	DECISIONS (Shared Agreement /Resolved or Unresolved?)
Meeting Called to Order	9:35 am by Wise E. Allen		
I. Review of Agenda	No changes or additions mentioned.		
II. Review Minutes	Time for review of minutes of 11/20/09.  Minutes will reflect change for Item A:  “Beginning in Spring 2010 is when all the priorities from all PBI committees go to the umbrella PBI Council.”		<b><u>MOTION:</u></b> To approve the minutes with revision to Item A: “Beginning in Spring 2010 is when all the priorities from all PBI committees go to the umbrella PBI Council.”  <b>VOTE: APPROVED.</b>

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<p><b>III. Mission of PCCD</b></p>	<p>We need to make conscious decisions to keep fulfilling our true mission and functions. Need to take care of our vocational and CTE programs, they don't function the same way as our academic programs.</p> <p>We need to pay attention to what goes on at the state level and make sure to inform our communities ahead of time if our priorities are changing.</p> <p>The beauty of the community college system is that we can take a look at what goes on at the state level and apply it to our own community/ niche.</p> <p>Setting up of budget priorities is important at this time. We may need to re-align funding to support our mission.</p> <p>We need to take some time to prioritize our budget based on our educational needs.</p> <p>Are we just sharing our priorities lists or are we reorganizing them based on our needs?</p> <p>These lists do have meaning. We cannot be entirely rigid with all these issues.</p> <p>If we look at our mission, it talks about life long learning opportunities, not just academic. There are other possibilities such as fee-based classes.</p> <p>How do we choose the needs of a CTE program at one school and an academic program at another school? CTE programs should not be competing with academic programs.</p> <p>Every college has identified their priorities and decisions should be based on our mission. Are we looking at the lists or are we making decisions based on the lists?</p>		
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	<p>We need to do some philosophical shifting and start working within the box. We should not pin academic vs. CTE; instead we need to get creative to keep and strengthen our programs with the help of our communities.</p> <p>The District is supposed to be a service center to support the colleges and the colleges have to make their decisions based on their needs. CTE programs are academic programs, they all require Math, English, etc.</p> <p>We need to move on to the presentations. We have a very clear Recommendation Action Document.</p> <p>The district is not micro managing. To the contrary we want the colleges to make their decisions and we want you to be independent. We only come into play when decisions are not made, but we don't like doing this.</p> <p>We need to proceed with setting our priorities, so when the budget comes out in Spring, we are ready and know where money will be going.</p> <p>Point of Clarification: Are the decisions being made here?</p> <p>This is a recommending body. Each college has 10 recommendations each and we should decide which ones go to the next level.</p> <p>We need to remember that the District does not get accredited, the colleges do, and accreditation requires that colleges make decisions based on their own goals. COA has been working on the strategic goals and making sure they work with the District's strategic goals. Community colleges have been recognized for being the institutions of higher education than can make changes quickly. Our plan should be flexible to reflect the changes that are taking place right now. We should do the presentations and this body should listen and reflect and make sure that all colleges have gone through the correct steps, so</p>		
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	<p>that when the recommendations go to the Chancellor, there are no questions/corrections/challenges.</p> <p>The Colleges operate independently and make recommendations. Recommendations come to this body because decisions made at one college impact the other three. This group has to weigh in on the decisions as part of the shared governance planning process.</p> <p>This body’s task is to make recommendations; it’s not for this body to prioritize the colleges’ needs.</p> <p>SMT is another recommending body and not one to make decisions. We are going to make recommendations, but we are not making decisions for the colleges.</p> <p>This group needs to understand the priorities and the needs of their community. Need to keep in mind the college’s mission as mentioned in the ACCJC recommendations.</p> <p>We need to remember our mission and why we formed these committees. The premise of this body is to look at the whole picture and not just at individual campuses.</p> <p><b>MOVED AND SECONDED: TO MOVE TO ITEM V ON THE AGENDA.</b></p> <p><b>MOTION PASSED BY CONSENSUS.</b></p>		<p><b><u>MOTION: TO MOVE TO ITEM V ON THE AGENDA.</u></b></p> <p><b>PASSED BY CONSENSUS</b></p>
<b>IV. Strategic Goals</b>	[Item skipped and not discussed by the Ed Committee.]		

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<p><b>V. Presentations from Campuses on College Priorities (H.R./Personnel)</b></p>	<p>Please keep the presentation to 10 minutes each college. Questions can be asked after each presentation.</p> <p>Please email your presentations to Silvia Cortez.</p> <p><b>**<u>BERKELEY CITY COLLEGE</u> (May Chen and Krista Johns):</b></p> <p>Planning needs to happen consistently, especially during critical times. BCC is student-centered and focusing on student needs.</p> <p><b>Priority List: Multimedia Art (Web Design), Anthropology, Math, Business (Accounting), Art, Music, ESL, Counselors (3).</b></p> <p>Questions:</p> <p>Q: What are you going to do to fill categorical positions? A: The Board's decision to add \$1 million will help on this.</p> <p><b>**<u>COLLEGE OF ALAMEDA</u> (Jannett Jackson):</b></p> <p>COA is only giving their top 4 priorities, but they do have 10. ATEC is accredited by NATEF and it requires a certified instructor.</p> <p><b>Priority List: Art, Automotive Technology, Auto Body, History.</b></p> <p>Questions:</p> <p>Q: Do you have any full-time Art instructors? A: We have not had one in seven years.</p>		
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	<p><b>** <u>LANEY COLLEGE</u> (Elnora Webb, Donald Moore, MaryBeth Benvenuti):</b></p> <p>Strong participation from classified staff was included.</p> <p><b>Priority List: Mexican/Latin American Studies, Anthropology, Construction Management, Dance, Environmental Control Technology, Culinary Arts.</b></p> <p><b>**<u>MERRITT COLLEGE</u> (Linda Berry and Stacey Thompson):</b></p> <p>Each counselor meets with 2,200 students. Merritt did not include classified positions. Their List includes 2 academics and 1 CTE, and creating Contract Ed courses with Head Start for Early Childhood Development</p> <p><b>Priority List: Sociology, Child Development, English, Counselors (2).</b></p> <p>DISCUSSION:</p> <p>This is not just a hiring list, but a prioritization list. We need to bring in classified to identify their priorities.</p> <p>Merritt decided not to include classified due to the cuts to categoricals.</p> <p>The union has been meeting with management regarding hiring procedures and believes it's a waste of time to deal with screening committees right now.</p>		
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	<p><b>MOVED AND SECONDED: TO TABLE DISCUSSION OF CLASSIFIED POSITIONS UNTIL OUR NEXT REGULAR MEETING IN FEBRUARY 2010.</b></p> <p>DISCUSSION:</p> <p>Students are in need of service and if we wait until February it's too long.</p> <p>Everybody is hired by the district and at this moment the district has laid off classified. There are two issues: acquisition of people and distribution of people.</p> <p>Prioritization helps the negotiations process.</p> <p>The Board approved the layoffs and letters have been sent to employees. Layoffs are effective December 16. Waiting until February makes it a cleaner process.</p> <p>This is a planning activity, we are not hiring. Motion is opposed.</p> <p>There's a difference between prioritizing and hiring. When hiring opportunities come up we need to have our list ready. At the moment, the situation is critical at BCC. Waiting time for financial aid is between 4 and 8 hours. This means issues of access and students giving up. This is a planning effort, not a hiring one.</p> <p>We should complete the planning and moving forward.</p> <p>We've got conflicting priorities, and we're not going to hire classified in the next three weeks. We need to prioritize what we can do in this committee today. We should be talking about prioritizing the list of certificated hiring in order to not miss the deadline for hiring faculty; thus, delaying the resolution for classified.</p>		<p><b><u>MOTION:</u> TO TABLE DISCUSSION OF CLASSIFIED POSITIONS UNTIL OUR NEXT REGULAR MEETING IN FEBRUARY.</b></p> <p><b>AYES:9 NOES:7 MOTION PASSED</b></p>
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	<p>COA decided not to include classified due the negotiations issues.</p> <p>For clarification, the focus was for certification priorities and later on we were going to talk about technology, etc.</p> <p>Call for a vote</p> <p><b>AYES: 9</b> <b>NOES: 7</b> <b>MOTION PASSED</b></p>		
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<p><b>VI. Prioritize Recommendations from Presentations</b></p>	<p>The model deals with parity, and who should get priority.</p> <p>Separate the issue of the disproportionate size of BCC.</p> <p>We should recommend how many positions each college gets and not which ones.</p> <p>BCC was supposed to get additional faculty in time of growth. The agreement was we would move towards equity and the method was to increase 1 position a year for ten years based on the annexation agreement; also, budget allocation is important.</p> <p>We didn't hire those ten and didn't get to replace faculty who retired.</p> <p>Question arose as to whether a co-chair can advocate for a college, or whether this was out of order.</p> <p>Figures are so out of proportion. Some colleges have 13% full-time faculty and others have 4%.</p> <p>Need to recognize that we are in crisis and as institutions we need to</p>		
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	<p>make sure we keep from doing harm to our institutions as a whole and make sure that programs are not cancelled.</p> <p>We can start by setting the criteria for programs with no contract faculty.</p> <p>SETTING CRITERIA:</p> <p>A) DISCIPLINES WITH NO CONTRACT FACULTY  ALAMEDA: Art  BERKELEY: Multimedia, Anthropology, Business, Music  LANEY: Mexican/Latin American Studies, Anthropology  Construction Management, Dance  MERRITT: Sociology, Counselors (2)</p> <p>B) BASIC SKILLS  BERKELEY: Math, ESL  MERRITT: English</p> <p>C) HEALTH AND SAFETY ISSUES – CTE  LANEY: Environmental Control Technology, Culinary Arts</p> <p>D) PROGRAMS VIABILITY – CTE (TRADE PROGRAMS)  Program Viability: Faculty cannot be moved to another campus to fill a vacancy because the program is unique at the campus where it exists. If a position is not filled, the program dies.  ALAMEDA: Automotive Technology, Auto Body  BERKELEY: Multimedia  LANEY: Construction Management, Environmental Control Technology, Culinary Arts  MERRITT: Child Development</p> <p><b>MOVED AND SECONDED: TO MAKE RECOMMENDATIONS TO FILL POSITIONS FOR PROGRAMS WITH NO CONTRACT FACULTY.</b></p> <p><b>AYES: 10, NOES: 4. MOTION PASSED.</b></p>		<p><b><u>MOTION:</u> TO MAKE RECOMMENDATIONS TO FILL POSITIONS FOR PROGRAMS WITH NO CONTRACT FACULTY.</b></p> <p><b>MOTION PASSED.</b></p>
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	<p><b>MOVED AND SECONDED: TO FOCUS THE BUDGET PRIORITIES FOR 2010-11 ON STUDENT SUCCESS, WHICH MEANS DIRECTING OUR GENERAL FUND MONEY TO HIRING AND FUDING INSTRUCTIONAL AND STUDENT SERVICES FACULTY AS WELL AS CLASSIFIED STAFF THAT SUPPORT OUR STUDENTS.</b></p> <p><b>MOTION PASSED BY CONSESUS.</b></p> <p><b>MOVED AND SECONDED: TO MAKE IT FIRST PRIORITY TO FILL VACANCIES FOR CTE PROGRAMS THAT REQUIRE FULL TIME FACULTY IN ORDER FOR THE PROGRAM TO EXIST.</b></p> <p><b>AYES: 10, NOES: 2</b> <b>MOTION PASSED</b></p>		<p><b><u>MOTION:</u> TO FOCUS THE BUDGET PRIORITIES FOR 2010-11 ON STUDENT SUCCESS, WHICH MEANS DIRECTING OUR GENERAL FUND MONEY TO HIRING AND FUDING INSTRUCTIONAL AND STUDENT SERVICES FACULTY AS WELL AS CLASSIFIED STAFF THAT SUPPORT OUR STUDENTS.</b></p> <p><b>MOTION PASSED BY CONSENSUS.</b></p> <p><b><u>MOTION:</u> TO MAKE IT FIRST PRIORITY TO FILL VACANCIES FOR CTE PROGRAMS THAT REQUIRE FULL TIME FACULTY IN ORDER FOR THE PROGRAM TO EXIST.</b></p> <p><b>MOTION PASSED</b></p>

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	<p><b>MOVED AND SECONDED: THE COLLEGES SHOULD BE ABLE TO GO BACK AND RECONSIDER / REVISE THEIR PRIORITIES.</b></p> <p><b>MOTION PASSED BY CONSENSUS.</b></p> <p>One more item, we are proposing to centralize Financial Aid at the District Office under Student Affairs (Jim Bracy's office). There would be a designated position in charge of this (not yet funded).</p> <p>Also, we have adopted the SAFE system for the disbursement of Financial Aid checks and are using it at all 4 campuses. We will phase out the Legacy SAFE system in the next 3 years and it will be a web-based SAFE system.</p>		<p><b><u>MOTION:</u> THE COLLEGES SHOULD BE ABLE TO GO BACK AND RECONSIDER / REVISE THEIR PRIORITIES.</b></p> <p><b>MOTION PASSED BY CONSENSUS.</b></p>
<b>VII. Future Agenda Items</b>	Prioritization of classified positions.		
<b>VIII. Adjournment</b>	Meeting adjourned at 12:35 p.m. by Wise E. Allen.		
<b>Next meeting:</b>	<b>February 19, 2010; 9:30am - 12:30pm; District Office Board Room</b>		
<b>Upcoming meetings:</b>	<b>March 19, 2010; April 16, 2010</b>		

Minutes taken by Silvia Cortez