**PRESIDENTS’ COUNCIL**

Minutes

May 19, 2020

Meeting held via Zoom

# MEMBERS PRESENT:

President Tim Cook Vice President David Plotkin

Vice President Alissa Mahar CHRO Melissa Richardson

ASG President Ashley Magaña FTF President Dustin Bates

PTF President Leslie Ormandy Admin/Confidential President Matt Goff

Executive Director Marketing Lori Hall College Council Representative Cynthia Risan

Recorder Denice Bailey Classified Co-President Kelly Lawrence

Guests: Tom Sonoff, Chris Sweet

President Tim Cook said PC will need to conduct its regular business before getting to any questions about layoffs or budget cuts. He reminded the group that discussion is between PC members first.

**RE-OPENING WORKGROUP UPDATE**

Tom Sonoff presented an update from the Re-Opening Workgroup. The purpose of the group is to ensure the safe return to campus for students, staff, and visitors. He reviewed the subgroups and those who are currently serving on the subgroups.

This is a complex issue. We don’t know when we will be allowed on campus, or if it will be a phased in return. The workgroup is looking at the state’s reopening plan, OSHA requirements, CDC requirements, and professional associations of workgroup members.

The subgroups will bring recommendations back to the full group for discussion next week. The first meeting was last week.

He has been in contact with Clackamas County Public Health, and our recommendations will be run by them as well. Tom responded to questions and said everyone is invited to email him if there are any further questions.

**GRADUATION UPDATE**

Chris Sweet said the commencement committee polled students about their wishes for graduation. They did not want something virtual, they wanted something in person and held as soon as possible. The committee has landed on a drive-through commencement ceremony on campus. Graduates will enter campus at the Beavercreek entrance and exit on 213. We hope to get them their caps and gowns, tassels, etc., for the ceremony. It will be an early afternoon to evening event. Those without cars may go through in our shuttle once they get to campus. The event is still being held on June 12, and both GED/AHSD and Certificate/Degree events will be held at the same time.

Dustin is concerned about traffic. Tom had a conversation with OCPD. They have walked the route. There will be pre-registration so we will know how many are coming in advance and we will be scheduling appointments so we are not overwhelmed at one time.

Chris said we will have drones for videos we can share after the fact. Lori added there will be messages from Tm and Ashley. Tim hopes everyone will participate.

**ACADEMIC ELIMINATION & REDUCTION PROCESS**

David Plotkin provided an update on this process. The workgroup received feedback at College Council about the rubric, narrative responses, and other items. The group had a good conversation about these topics and plan to send out process pieces and the rubric again, and open up a survey to get responses. Those responses will be shared and integrated into the documents. There would then be an open forum to review the changes.

He has been talking with Tim about timing. No major steps will be taken until next fall, due to lack of time. He wants to provide a report on the program analysis to leadership so it can be vetted through the budget process. There are a number of process steps before anything can be decided. He believes decisions will be made in January of next year.

Dustin appreciates David’s awareness of the cognitive load. This is a big deal and it is difficult to review and make commentary in a quick manner. He suggests sending the information out and allowing folks to review over summer, then continue conversation in the fall.

Kat said it is challenging to give feedback effectively in open forums. She is concerned that administration is pushing some decisions off and then will rush to get everything done by the July 1, 2021 implementation date.

David plans to consult with faculty leadership on how to move forward. If faculty are interested in working on this in the summer, that would be great. There are a number of other pieces, such as reacting to the legislative session, during which we will also need faculty participation.

**BUDGET UPDATE**

Tim provided some background on the budget reduction process. Pre-virus, we knew we had a budget gap and were going through a budget reduction process. We have had an operating deficit for three years and are using up our reserves. We have a balanced budget policy for three and five years. There is a tremendous financial cliff that we are heading toward. To the college’s credit, there was a lot of work done on how to get back on course with the finances. Part of this is the academic reduction process. We were on track to get back to a flat budget, presuming that the state would continue to increase our funding. Going into the biennium, the state had provided more funding, and wanted to look at long term solutions for funding. There was a lot of optimism.

Then the virus came. March 17 was the last day Tim was fully in his office. We went to remote operations and he appreciates the effort from everyone in making this happen. In spite of that, enrollment is down 33% for spring quarter. We are not offering CTE courses and high school students are not participating in programs. That cost us about $1M in loss of tuition this year. We were not anticipating this loss. We now are anticipating property taxes will drop, as folks are unable to pay their taxes. The biggest item is our state funding. They are anticipating a significant drop in the state budget. All state agencies have been directed to cut 8% from each year of the biennium. It is worse for community colleges, because we already have received much of our funding for the biennium. It is now a $4.8M drop in funding, based on an estimate that we got from the governor’s office. We won’t know what that means for CCC until July or a

August when the governor calls a special session of the legislature. The legislature can use the rainy-day fund or can decide to give community colleges more than other areas, such as universities or K-12. There will be a lot of political maneuvering around this.

Last Friday, we announced 21 classified layoffs. There have been aa lot of questions about “why now.” We have been looking at many different ways to deal with this budget gap. Classified have a 45-day notice period for layoff, so the layoffs won’t provide fiscal relief until we are into the next year. The reorganization has been configured to better serve students. There will be other changes announced in the next month.

He has been talking about this in his Tim Talks for a few months now. Maybe he wasn’t as direct as he could have been, but we have been talking about this for a while. We have had a voluntary separation incentive, a hiring freeze, and we are investigating furloughs, including for administration. But we have to negotiate furloughs with the bargaining units, which takes time. The longer we wait the more we will have to cut.

We have to address our short-term problems, but we are not getting out of the virus overnight. There will likely be another state reduction this fall. With a recession, we may get increased enrollment, but funding will take 2-3 years to recover. If we raid our ending fund balance and we find ourselves in a worse situation, it will be a big challenge. This is something the Board of Education is talking about.

Tim reported we putting together a comprehensive message that will go out to all staff on Thursday that will lay out what cuts administration will take. We are aiming for a 10% reduction in all employee groups. It is more challenging for PTF, because when we cut classes, we cut PTF. Two Tim Talks will be scheduled this week and will be devoted to the budget discussion.

Tim responded to questions and comments from the meeting participants. Comments included:

* Raise tuition
* Lack of shared governance in process
* Impact of reorganization on faculty
* Cuts not made in administration
* Use department chairs/directors to workshop ideas before moving forward
* PTF not included in shared governance process
* Track personnel cost allocations
* Wish that Tim would say he is sorry for hurting classified
* Engage college community in reorganization plan
* How are savings realized through reorganization?
* Why layoffs instead of furloughs?

Tim said these have been the hardest decisions and the most difficult process of his professional career. He is losing sleep. He started sending postcards to staff with the best intentions, and apologizes for those who received the postcards after receiving a layoff notice. He knows this is causing pain for those who are laid off and more work for those left behind. There is more work to do. We need to do our work differently and think about the college differently. We cannot go back to the way things were. We will get through this, but in the meantime, we have to work through it and find a way. He is sorry for everyone who has lost their position. He also feels for our students and the hard times they are going through.

He and the other community college presidents, along with OCCA, are advocating strongly for funding from the state and are hopeful they will make that decision this summer, but we still have to make decisions based on our current situation.

# ASSOCIATION REPORTS

No reports were given.

Adjourn 5:11 p.m.