**PRESIDENTS’ COUNCIL**

Minutes

January 5, 2021

Meeting held via Zoom

# MEMBERS PRESENT:

President Tim Cook Vice President Alissa Mahar

Vice President David Plotkin ASG President Lanie Sticka

CHRO Melissa Richardson ACE Co-President Kelly Lawrence

Executive Director Marketing Lori Hall FTF President Jay Leuck

PTF Co-President Leslie Ormandy & Jennifer Nickell Admin/Confidential President Amy Cannata shelly

College Council Representative Cynthia Risan Recorder Denice Bailey

Tim welcomed everyone back from break. He reminded the group of the purpose and process for Presidents’ Council and will be deferring to members for comments. Comments from audience members should be referred to their association representatives.

**BUDGET UPDATE**

Alissa reported there are not a lot of details on the budget yet. They are updating the forecast, which has many components. It should be ready in about a week. Enrollment is down 18% for winter, fall was down 24%. Tuition loss is around $1M. She reviewed how the Community College Support Fund (CCSF) is calculated. There are some salary savings due to vacancies and savings from materials and supplies. Federal funding will provide some relief as well through the CCRSA Act.

The Budget Advisory Group (BAG) meets next Tuesday. They will review and refine the rubric for reduction ideas, and will have a forecast update with any new information. On January 26, BAG will go through equity training. There is a drop-in session on January 28. She appreciates the participation in the sessions that have been held so far. They are also working on a process for submitting reduction ideas.

Jeff said stimulus funding will cover some of the college’s losses from the beginning of the pandemic. Lori added the stimulus funding might influence the state legislature to provide us with less funding. She cautioned we need to message everything carefully. Tim is cautiously optimistic. We still have a challenge with enrollment, but it is looking better.

**ACADEMIC REDUCTION PROCESS UPDATE**

David provided an update. Before the break, there were opportunities for input. There was concern about the initial financial analysis regarding the PTF rate. They felt it was high. Over the break, Jeff and Sally looked closely at that number and decided to remove some factors from the analysis and recalculated any affected program. The rate went from 47.6% to 29.8% after removing those costs. The overall impact was one program moved from non-profit to profitable status. They are updating the document to be shared with the college community.

We are now moving forward with the next phase in the process, which is applying the rubric to the remaining programs in the process. The rubric workgroup is participating in equity training prior to reviewing the results of applying the rubric. Once we have applied the criteria through the rubric, programs continuing in the process will be able to have a deeper dive into impacts of changes to the program and curriculum. We will look deeper into the financial analysis, including expenses and revenues.

It will take some time to move forward with the criteria, as there is much data to collect. Deans are comparing our programs to other colleges in the state and may be asking for some information from the programs. We will start application of criteria in the next week or so.

David will communicate this by an email to all staff and will meet with departments who expressed interest.

# ASSOCIATION REPORTS

ASG – Lanie reported:

* Break was nice, but it is good to be back
* ASG is continuing free food boxes this term
* They are hosting the Welcome Week club and resource fair
* They have created a resource page for different departments
* They are holding a trivia event tonight

ACE – no report

PTF – Jenn reported:

* She hopes the winter term MOU moves forward quickly
* They will be doing lots of engagement this term, trying to get PTF more involved. They will be updating committee assignments.
* She and Leslie are busy. Sara Simmons and Liz Lazar may sit in on a few meetings for them.

FTF – no report

Admin/Confidential – Amy reported:

* The Q and A session in December went well. They will do another in March.
* They are gearing up for the all staff breakfast and looking for ideas/alternatives.

College Council - Cynthia reported:

The last College Council was December 4. Topics included:

* Title 3 grant update
* Registration and Fees update and request for feedback
* Academic Reduction update
* Association reports

Adjourn 4:04