**PRESIDENTS’ COUNCIL**

Minutes

February 2, 2021

Meeting held via Zoom

# MEMBERS PRESENT:

President Tim Cook Vice President Alissa Mahar

Vice President David Plotkin College Council Representative Cynthia Risan

CHRO Melissa Richardson ACE Co-President Kelly Lawrence & Matt Larkin

Executive Director Marketing Lori Hall FTF President Jay Leuck

PTF Co-President Leslie Ormandy & Lind Mizar Admin/Conf Co-President Amy Cannata & Shelly Tracy

Recorder Denice Bailey

Guest: Jeff Shaffer

**BUDGET UPDATE**

Alissa and Jeff provided a budget update. The document with different scenarios will be presented at the next Board meeting. There are many levers that can be adjusted to balance the budget at different Community College Support Fund (CCSF), such as tuition increases, using end fund balance, and operational cuts. Jeff reviewed how the document can be used. He said there may be some restrictions on the federal stimulus funds, and we may not able to use for lost revenue prior to December 2020. Those funds could have a big impact. We are trying to get that restriction lifted.

Jeff said it is important to remember the college will have a large structural deficit if we only get $641M in CCSF. This is the governor’s recommendation. Use of one-time funds will not eliminate this deficit. The $703M number is from the Department of Administrative Services (DAS), and it not quite at our minimum service level. The higher number is what OCCA and the colleges are proposing to keep providing the same services as last year.

Alissa reported we will get the actual CCSF amount in April or May. There may be last minutes changes to the budget based on the CCSF changes. Budget requests/suggestions on reductions are now open for submission for innovation or other funds. Budget forums will be held in March. Drop-in sessions will be held in February. The Budget Website is a good source of information: (<https://www.clackamas.edu/landing-pages/2020-21-budget-process>).

Alissa reported we will also be doing a first read on tuition and fees increase at the Board meeting. The new budget timeline will include key dates for the Academic Reduction & Elimination process.

New PTF acting president Lind Mizar introduced herself and the group introduced themselves to her.

**STANDARDIZED AGENDA FORMAT FOR COMMITTEES**

Nora shared a proposed standard meeting agenda. She has heard that information from committees doesn’t always get shared out to the association members. She suggested this meeting agenda might be beneficial for committees to use. She said it is important to have things like reviewing commitments and status on commitments. She would like to get feedback on the idea.

The group discussed. Cynthia is planning a conversation at College Council to expand on this idea and to talk about expectations for committees. Where can one find information about the committees and what they do and expectations around agendas, minutes, and where they are kept. There are other committees that are not listed on the College Council pages, which is confusing since they are not listed anywhere in a centralized location. She asked Nora if she would like to propose that committees use this agenda? Nora replied yes, but is open to any suggestions or improvements.

Leslie asked if there will be a conversation on providing compensation to people who have to make reports back to the association after their committee work. Kelly said PTF should get paid to attend the committee meeting and to write the report for the association. Tim added we need a consistent expectation and training around this.

# ASSOCIATION REPORTS

ASG – no report

ACE – Matt reported

* Lots of things going on.
* They are looking at their bylaws.
* They are starting to put together an ACE flyer for new employees.
* He thanked Tim for coming to an ACE meeting.

PTF – Leslie reported:

* Working on pay advices.
* Completed signing the MOA on grade changes.

FTF – Jay reported

* FTF voted on the MOU for winter and spring terms. They used the Simply Voting platform from OEA and it worked well.

Admin/Confidential – Amy reported:

* Continuing to focus on communication. There will be a Q & A session in March.
* Planning All Staff breakfast, which won’t be a breakfast. Stay tuned for details.

College Council - Cynthia reported:

The last College Council was January 15. Topics included:

* Changes for grading and preview of new self-service system.
* Update on the campus signage and monuments.
* First read on ARC: Use of student legal and chosen names.
* Association reports.

Adjourn 4:30