



**Shared Governance Council
August 27, 2014 Special Meeting
Minutes**

Present

Michael Wyly, James DeKloe, Kevin Anderson, Karen McCord, Debbie-Luttrell Williams, George Olgin, Robin Darcangelo, Yulian Ligioso, Peter Cammish

Absent:

Naser Baig, Jeff Lehfeltdt, Richard Crapuchettes, Maire Morinec, Diane White

Call to Order

The meeting was called to order at 2:08 p.m. by Yulian Ligioso, Vice President of Finance and Administration.

Approval of Agenda

It was moved by Jim DeKloe and seconded by Debbie Luttrell-Williams to approve the agenda.

The motion passed unanimously.

Budget Update

Vice President of Finance and Administration, Yulian Ligioso, reviewed with Council members the tentative budget for 2014-15 that was presented to the Governing Board. Vice President Ligioso reviewed the decision for stability funding for 2014/15 and the recommendation from Shared Governance Council to maintain the college reserve between 6% and 9%. In addition strategies have been identified to deal with the budget deficit:

- Hold filling selected vacant positions
- Reduce contacts
- Reduce expenditures (supplies, travel)
- Consider reducing faculty reassigned time
- Limit contractors and overtime

Debbie Luttrell-Williams stated that according to the vacancy list presented, the Administrative Assistant for Math was to be held and not filled; and the Administrative Assistant for the Vacaville Center was to be filled, however, the Math position was filled and the Vacaville

position was held. CSEA had voiced concerns that the Vacaville position should not have been held.

There was discussion regarding the loss of FTES from declining enrollments and possible strategies for increasing enrollment (increased marketing, addition of afternoon classes and weekend classes).

Jim DeKloe referred to the recent Tempest article that talked about the large number of cancelled classes for the Fall semester, and the negative perception this created for the college.

It was moved by Jim DeKloe and seconded by Shirley Lewis to approve the Minutes of August 27, 2014.

Quorum was lost at 3:30 p.m. (Jim DeKloe and Robin Darcangelo left meeting).

Robin Darcangelo returned at 3:50 p.m. Quorum was re-established.

Vice President Ligioso shared that during the 2013-14 Year-End close, it was determined that there were additional budget issues due to encroachments on the general fund from:

- Financial Aid/Maintenance of effort
- Small Business Development Center
- Workforce Development/Community Education
- Education Foundation
- Child Development Center
- Disabled Student Program and Services

Vice President Ligioso asked for recommendations from the Council pertaining to these encroachments and if cuts should be made to any of the programs.

No formal recommendation was made; however, Michael Wyly stated that he felt that a high priority should be placed on the Childcare program and DSP, and there should be a careful consideration of these programs before making any austere cuts.

Vice President Ligioso stated that as there was no formal recommendation from the Council members, he would take the original recommendation from the Council to maintain the reserve between 6% and 9% back to the Governing Board.

Quorum was then lost as members left the meeting.

Adjournment

No motion was made to adjourn meeting.

The meeting ended at 4:15 p.m.

Respectfully submitted by Laurie Gorman
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