

Coleen Geoffray-Lento

From: Lento, Coleen
Sent: Wednesday, April 13, 2011 12:15 PM
To: 02-All Classified Staff@DVC
Subject: 4-13-11 Meeting Notes

A short note for everyone who wasn't able to make it today. We had a very insightful meeting and great discussions today. Coleen

Meeting Summary
Classified Senate Council Meeting
April 13, 2011
9am-10:30am L151

First, I'd like to acknowledge that we were missing our SRVC rep due to the budget forums and other absences at the San Ramon Campus.

The other announcements were that:

- ▶ The budget forum for DVC campus are today from 3pm-4:30pm in the Trophy Room.
- ▶ The retirement dinner is in a difficult planning situation since we still don't have a definitive list of retirees for this academic year. It may get moved to June due to the fluidity of our current situation
- ▶ The catalog for summer, fall and spring was trimmed by 6.2%; however, now another 9.6% will need to get cut. Much like the retirement dinner, the office of instruction is also facing a difficult planning situation due to the fact that people have already registered for summer, and the fall catalog is now due.
- ▶ Tuitions may raise to \$66.00/unit in order to off-set the budget cuts.

The classified senate elections are not necessary this spring due to the fact that we have had volunteers step forward, and did not receive any area situations where there was more than one volunteer.

The classified committee assignments for the 2011-2012 year will be finalized next week. We still have vacancies in the following committees:

- ▶ Foundations for College Success
- ▶ Matriculation Committee
- ▶ San Ramon Campus Classified Senate Council Member
- ▶ Tutoring Advisory Committee

The Classified Staff Development Committee is announcing a "Relaxation Day" retreat. The goal is to find healthy ways staff can deal with stress, and all classified members are invited to share any inspirational stories they would like to share.

Ann Patton, President, reported that the DGC had a presentation about the budget (DW the cuts will be \$26 million), and the usage of the reserves of the district. Also, she was able to clarify that the Student Services Procedure 3023; which has been edited to remove Cal WORKS, removed the Cal WORKS portion of that procedure due to the fact that Cal WORKS is not a Financial Aid, and does not belong in that procedure.

The CS budget of \$18,000.00 was added to the agenda for discussion. The restrictions for the budget fall under specific items:

- ▶ State membership fees (although this comes out of the CSCC budget);

- ▶ Substitutes for council members;
- ▶ Senate activities;
- ▶ Supplies

So far, we have spent hardly any of that money. Ann Patton reported that a small amount had been paid for substitutes (3 times), and travel expenses.

The Classified Leadership Institute was discussed in more detail, and the council was reminded that each attendee will cost the Senate \$1,000.00 apiece. These costs are more than the usual expense for us because the CLI will be in Ventura, Ca. this year. In fact, airfare will cost less than mileage will.

The employees thus far, who are going (9), yield approximately \$7,566.60 for the conference and travel expense. There will be other costs, such as ground transportation to and from the airports, and two evening meals which are not covered by the conference.

The anticipated **budget for the 2011-2012 year is \$10,000.00**. So, having the extra funding this year was great, but there was a consensus from the Council that any remaining funds from the end of the 2010-2011 year will roll back into the General Fund for DVC. Because there is a formulaic allocation of funds on an annual basis, the standard \$10,000.00 would remain our annual budget as outlined in the new budget procedures. The council will announce the 'donated' amount via the website and email.

There was a suggestion to contact **employment consultants** to assist anyone who is laid off this year, and possibly pay them with the remaining budget. There was a consensus that this would be very helpful for staff, but a question as to whether the Senate budget would be able to cover that activity. Coleen Lento will explore that idea and see what, if any, costs there might be to us; and then verify whether the funds will need to be from Staff Development or Classified Senate.