Present:  Alves de Lima, Bradshaw, Canter, Espinosa-Pieb, Harral, Hearn, Illowsky, Jenkins, Kubo, Leung, McCarthy, Miner, Mowrey, Sherman, Swensson, Woodward

Absent:  Campbell, Griffin, LaManque,

I.  Budget Update:  Judy announced that there is an $8 million deficit—which amount could change $2 million in either direction. She stated that $2.2 million will have to come from De Anza—($1 million from Central Services and $800,000 from Foothill). De Anza will be looking at possible reductions from administration, “1320,” and classified staff. Seventeen FTE are scheduled for lay-offs; nine to come from Instruction. (March 18 is the due date for this list.)

II. Reassigned Time: A sub-group was assigned to develop criteria for reducing $200,000 from faculty release time. They are as follows: Christina Espinosa-Pieb, Barbara Illowsky, Stephanie Sherman and Nancy Canter. The Instructional Deans will be submitting reports listing which duties that have been performed using “release time,” “extra pay,” “stipends” and/or “no pay.” These reports will be made available to IPBT—to the sub-group. (See handout #1.)

III. Information on English Hiring: John Swensson distributed a copy of a memo, which described the reasons to hire more LA faculty. (See handout #2.)

Handouts:  (1) Faculty Release for 2004 – 05; and  
(2) a copy of a memo addressed to Judy Miner from John Swensson:  
Subject — Fleming and English Dept Manifestos: The need for more LA Faculty