



Governance » Instructional Planning & Budget Team » Notes » Meeting Notes - December 6, 2011

MEETING NOTES - DECEMBER 6, 2011

Christina Espinosa-Pieb - Co-Chair

Coleen Lee-Wheat - Co-Chair

Present:

Administrative Reps: Anderson, Espinosa-Pieb, Kandula, Norte, Schroeder, Tomaneng

Classified Reps: Englen, Knittel, Qian

Faculty Reps: Bryant, Lee-Wheat, Mitchell, Roberts, Singh, Stockwell

Student Reps: Kenneth, Perng

Visitors:

Chow, Haynes, Khanna, Lee-Klawender, Milonas, Newell, Woodward

I. Approval of Notes:

The notes of November 15th and 29th were approved.

II. Introductions and Presentations

Program Presenters:

LA - Ken Weisner, [Creative Writing \(attached\)](#)

CA – Dan Mitchell, Music (attached)

LA – Various, EWRT (attached)

LA - Craig Norman, [ESL \(attached\)](#)

III. Comprehensive Collection of Possible Reductions Discussed

Espinosa-Pieb opened the IPBT meeting with an explanation of the voting process. She pointed out that the team has to vote within the next 24 hours. She asked them to carefully consider their decisions. Espinosa-Pieb advised the members to pay close attention to the total budgets for plan “A” and plan “B”. Plan “A” cannot be less than \$1. million under the target and the plan “B” should meet the fiscal target (reduction target is \$2,783,782 or more). She stressed that the majority of the IPBT members’ votes will determine the future of De Anza College. She also reminded the members and guests that the representatives from the various departments would have an opportunity to give presentations to support their areas in January/February 2012, before the final draft is due to College Council.

All proposals were included on the form and had not been released for the college to preview because it still needed more examination. Each line item was discussed in detail. Items were added and removed.

The members also voted to take out “Growth Positions” from the Faculty Hiring Ranking sheet. Espinosa-Pieb explained that the Vice Chancellor of Finance has mandated that the college hires 17 positions this year without considerations for possible retirements that occur in 2012-13. She will make a suggestion to the VCF to hire 7 - 8 this January/February and the remaining 9 - 10 in the Spring when a number of people have announced their retirements. The group agreed that this would be a viable strategy. With this in mind, a number of positions that

were on the Fall'11 hiring list were added to the "list of reduction" possibilities. Several positions that are currently process could also be halted until after the vote. Positions that have been vacant for over a year could account for a minimum of \$ 80,000 each towards the reduction plan. Other positions could also count for a significant savings. Members agreed that saving current employees through this strategy could be a viable and a humane way to save jobs.

VI. Presentation of Viability Team Results and Discussion

After a brief summary by Lee-Wheat, a strong argument describing the viability of the Technical Writing Program was presented. A handout summarizing each of the proceedings had been sent prior to the meeting. Viability Team meetings were discussed.

IV. Review of Process For Determination of Final Prioritizations

Each member of the IPBT will utilize the form to vote. Deadline: Wednesday at 5pm.

Lee-Wheat and Espinosa-Pieb will tally the votes. The final tally will be presented to the IPBT members on Thursday prior to the College Council Meeting. Further discussion time will be provided for instructional related faculty and staff in January, 2012 after the College Council and Dr. Murphy have weighed in.

Meeting adjourned at 7PM

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