The meeting was called to order at 3:04 p.m.

Guests: Mike Gregoryk  
        Barbara McNeice-Stallard (3:10 p.m.)

1. **December 7, 2005 Meeting Notes**

   Meeting notes were approved as presented.

2. **Budget Committee Report**

   Vice President Gregoryk reported that the Budget Committee is reviewing the budget planning process and working to develop a system that will allocate funds equitably. He said departments may need to justify what they are doing now and how they are spending funds, as well as provide justification for additional requested funds. Vice President Gregoryk explained that there are problems in funding for some departments. For example, soon we will have a new Science building, but we don't have custodians to clean it. Those are the kinds of areas that need to be reviewed.

   According to Vice President Gregoryk, while the Budget Committee has been looking at implementing a zero-based budget, that will not be done for 2006-07, but is being considered for 2007-08.

3. **State Budget Update**

   Vice President Gregoryk distributed information on the Governor's proposed budget for 2006-07 and said that this is the first time the Governor has come out with such good news in January. The proposed budget includes the following:

   - $148.8 million (3%) for growth funding, although there is a feeling statewide that this may be too much;
   - 5.18% COLA. Mr. Gregoryk said this is the highest COLA in years;
   - COLA for categorical program growth;
   - $130 million for equalization funding. Mr. Gregoryk explained that this is especially important to Mt. SAC because it could mean as much as $250 per student in additional funding. That means an additional $3.5-$4 million for the College. Dr. O'Hearn said Mt. SAC is 7th from the bottom in the state for funding.

   Dr. O'Hearn said that should the College receive these additional funds, he would like to see consideration given to using the funds in areas other than compensation. He said he would
prefer to see the funds go to departments/divisions where budgets have been reduced over the past few years. He also said monies will be needed for infrastructure work, the new MIS system, and making sure the College’s reserve level remains at or above the Board-required 10%.

4. **Construction Update**

Vice President Gregoryk said the new Science Building should be completed at the end of May with move-in expected in June or July. While there is construction occurring all across campus, the jump in construction costs is taking a toll on the Bond funds. Mr. Gregoryk said it is becoming more evident that the College will likely have to consider a second Bond measure.

Deans Stern and Blackmore reported that the math movement over the holiday break went very well, according to the Deans involved.

Interim Vice President Rodriguez said the west side of the campus needs more signage directing students to buildings 40 and 45. There was also discussion regarding passing time between classes. Students are having difficulty getting from one class to another because of the distance involved. Mr. Rodriguez suggested that we may need to revisit the College offering tram service.

Professor Michelle Grimes-Hillman voiced concern about a cross-walk on Bonita at Walnut. Mr. Gregoryk said that was being painted this afternoon.

Mr. Gregoryk said he recently had a tour of the College’s 200+ restrooms on campus, and many are in very bad shape. He said the College will be going out to bid to upgrade about 70 of the restrooms that are in buildings not being torn down or renovated.

Professor Vitullo told Mr. Gregoryk that the ramps in the temporary buildings 29A & B are falling apart and that he almost fell through a hole in one recently. Mr. Gregoryk said those are currently being looked at and will be repaired shortly.

5. **Administrative Procedures**

President O'Hearn reminded PAC members that last year the College finished updating its Policy Handbook. Currently, College staff are working with a consultant to update its Administrative Procedures. Dr. O'Hearn said anyone with involvement in a particular section is being asked for input. There was discussion on the best way to complete this project. It was determined that it would be best to complete the updating with the staff currently working with the consultant. Once they are all completed, hard copies will be distributed and they will be on the College intranet so they are available to everyone. At that time, if anyone has concerns about a specific Administrative Procedure, the concerns can be addressed then.

6. **60th Anniversary**

The Foundation has developed a new brochure on sponsorship levels for the College’s 60th Anniversary. Dr. O'Hearn said he would send a copy to each PAC member. One sponsor has already committed at the $10,000 level and other sponsors are beginning to pledge
support. The official anniversary year will begin with Commencement 2006, and end with the 2007 Commencement.

7. **Vice President of Human Resources**

Dr. O'Hearn said the search for a Vice President, Human Resources, did not result in a hire. The College is going to go back out again; however the President has determined that, for a number of reasons, he wants Dr. Yamagata-Noji to return to Student Services. Dr. Yamagata-Noji has done an outstanding job in Human Resources. Dr. O'Hearn thanked Raul Rodriguez for filling in for the last few months and for the excellent work he has done.

Dr. O'Hearn said the College will be contracting with Dr. Jack Miyamoto to serve as the Interim Vice President. Dr. O'Hearn said that Dr. Miyamoto is enormously talented with a great deal of experience in Human Resources. Briefly, his background includes:

- Eight years serving as the Vice President Human Resources at Palomar College (The last two years were served as a consultant.);
- Six years serving as Vice Chancellor, Human Resources for the Contra Costa Community College District;
- One year serving as Interim Chancellor for the Contra Costa Community College District;
- Two years serving as the Associate Vice Chancellor, Human Resources for the Grossmont Cuyamaca Community College District.
- Dr. Miyamoto has also served as a Dean, College of Extended Services; Interim Vice President for Student Services; and as a Director of Student Affairs.

While Dr. Miyamoto’s start date has yet to be determined, it is anticipated to be in early February. He has agreed to stay on until the Vice President’s position is filled.

8. **Other**

- Dr. O'Hearn thanked Professor Grimes-Hillman for her involvement in the Flex Day planning. He said he received very positive feedback regarding moving the Opening Staff Meeting to Flex Day. Professor Grimes-Hillman said she was very pleased to see that the optional workshops were well attended. She also gave credit to the Professional & Organizational Development staff for their leadership in this activity.
- Dr. O'Hearn announced that Odette Richardson will be replacing Mark Fernandez as a member of PAC. He also mentioned that, while Bob Lee had agreed to continue attending PAC meetings until a replacement was appointed, there appeared to be no progress being made on an appointee, so Dr. O'Hearn asked him to stop attending. He hopes this will raise the awareness of the need for the Classified Senate and two CSEA chapters to work together on an appointment.
- Greg Justice shared information on the Associated Students Institute of Political & Social Affairs (I.P.S.A.). The Institute was originally a single program. After planning the “Public Policy Week” event, Associated Students realized it was feasible and worthwhile to expand the Institute to oversee numerous other programs benefiting the student body and Mt. SAC community. Today, the institute directs seven programs designed to enhance the student body’s political and social education, including: Public Policy Week, Joint Transit Initiative, Mt. SAC City Links, Mayor’s Report, Allen
Lecture Series, Law Day, and Social Justice Summit. Mr. Justice said the Allen Lecture Series was named after President’s Advisory Council member Dr. Jerry Allen.

- The Associated Students are planning to hold a Spring Leadership Retreat on Friday, March 31, at UCLA. Professor Maynard said he would be pleased to make sure that this information is disseminated to faculty to share with students so, hopefully, there will be a lot of participation.

- Associated Students is also recruiting student leaders for vacant Senate positions. Again, they would appreciate it if faculty could help distribute flyers to students.

9. **Next Meeting**

The next meeting will be held February 1, 3:00-4:30 p.m., Administration Building, Room 205.

The meeting adjourned at 3:55 p.m.

CCO:dc