Administrators’ Meeting
May 10, 2011

Present: Kathleen Alioto; Deanna Abma; Andre Barnes; Leilani Battiste; Jorge Bell; John Bilmont; Tom Boegel; Kristin Charles; Fred Chavaria; Sunny Clark; Kit Dai; Ms. Bob Davis; Al Dixon; Don Griffin; Steve Hale; Terry Hall; David Hotchkiss; Veronica Hunnicutt; Linda Jackson; Lidia Jenkins; Carl Jew; Jim Keenan; Marylou Leyba; Don Lind; Monika Liu; Joanne Low; Gohar Momjian; Roland Montemayor; Phyllis McGuire; Lindy McKnight; Alice Murillo; Rose Roberson; Laurie Scolari; Steven Spurling; Minh-Hoa Ta; David Yee

1. The administrators reviewed and approved the minutes of the April 5, 2011 meeting.

2. Enrollment –
   - Spring added FTES amount to 67 FTES not projected 300 FTES
   - Need to add more classes/sections in Summer 2011, up to 70 in areas that will fill
   - Non Credit needs to add classes too
   - Put everything into system asap, then let paperwork catch up
   - More faculty contact hours thus summer compared to 2008 and 2009
   - $400,000 budget approved for summer

3. Budget –
   - May 16 expect revised budget
   - With enough pressure, e.g. demonstrations, expected cuts may be reduced

4. Technology –
   - Need more expertise to go into noncredit operations, e.g. no online registration

5. Classified Staffing –
   - Anticipate about 70 classified staff to be leaving the district, but can only replace about 20
   - Executive cabinet looking at staffing trends

6. Accreditation –
   - Each administrator needs to read document and be familiar
   - Need help in getting more evidence for report

7. Administrators Evaluation Oversight report
   - Association subcommittee will be looking at evaluation cycle, forms, methods of participation, length and type of contracts being offered

8. Time and Effort Compliance –
   - Donald Lind provided mandatory training for members present