



PRESIDENT'S CABINET

AGENDA

February 28, 2024; 1:30 pm – 3:00 pm

LANGUAGE ARTS 115 | [Teams Link](#)

AGENDA ITEMS	SUMMARY
Employee of the Month (Garcia)	Andrea Garcia presented Erica Morales, Financial Aid Specialist, as the December Employee of the Month.
Fiscal Stability Plan (Hicks/Wisner)	- Paul Wisner and Rick Hicks presented an updated draft of the Fiscal Stabilization Plan for Golden West College. This plan will be included in a March 6 Board of Trustees meeting presentation along with OCC, CCC, and the district site's plans. The presentation is informational and will not be up for approval. Each college will be presenting two slides on what their plans are for the next three years to stabilize financially. Based on the draft plans, all sites are projecting to not be in the red by 2025-26. - The changes/adjustments made to the previous draft are as follows: - Year 1 savings are projected to be \$1.41 million by increasing rental, non-resident tuition, and parking fine revenues. The savings are predominantly due to vacancies and funding changes. - Year 2 savings are projected to be \$1.3 million by increasing rental, non-resident tuition, and parking fine revenues. Savings are also due to vacancies and closing of positions due to attrition. The conference travel fund was reduced on general fund—employees will be encouraged to use other funding sources first such as categorical funds. Instructional supplies fund was reduced on the general fund side and moved over to restricted lottery. - Year 3 is projected to add \$295,947 in budget through increase in revenues through rentals, non-resident tuition, and parking fines. There will be some salary savings in vacancies. Three positions are projected to be filled by 2025-26. There may be additional vacancies through attrition.
Program Review Requests (Randall)	- Noah Levin presented Budget Council's recommendation to President's Cabinet for Program Review requests out of the State Funded Equipment fund. President's Cabinet approved the recommendation and decided to also fund the laptops requests by Social Sciences—two requests will be combined as one and the equipment will be shared among the two departments. - President's Cabinet also reviewed the Program Review requests out of General fund. - Meridith Randall recommended that the requests from the Research office, increase in license fees for Nuventive and Class Climate, be a part of budget development to integrate in next year's budget as this will be an ongoing cost. - The Research office's second request for ArcGIS mapping software may be paid out of Strong Workforce Program fund since it can also be utilized to map employers. - Claudia Lee will ask Campus Life to submit an ASGWC

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	funding request for their Program Review request since it is not an urgent request. - To close the loop on the 2023-24 MidCycle Program Review process, the President's office will send out a notification to the campus with a spreadsheet of all the program review requests and outcomes. Lauren Sosenko will include these outcomes in her Program Review report and post on the ORPIE website. - Pete Bouzar asked whether CopyLeaks will be institutionalized. Kay Nguen shared she is working with District and Coastline to get a districtwide license that will allow us to integrate CopyLeaks with Canvas and plan to implement by fall. Noah Levin shared he has been in conversations with District leadership where they stated some districtwide licenses may not be needed which can free up some funding for CopyLeaks. Kay Nguyen will follow-up with District and will move forward with scheduling a demo.
Committees Review (Randall)	- Meridith Randall asked President's Cabinet for suggestions on how to keep committees on track, help them understand their roles, and inform them of general campus processes. For example, committees need to be reminded that it is not their role to review funding requests and/or discuss personnel requests. - Pete Bouzar suggested a retreat centered on committee charges and areas of focus for the year. - Bre Ritter suggested a one-page reference sheet that outlines processes and committee expectations. - Meridith Randall shared the importance not only offering a committee chair training but also refreshers. - Other suggestions include building a meeting once a semester for chairs to meet. Sending out an email to all employees with information on our shared governance committees and their expectations so that everyone is aware. - Pete also shared that chairs should be expected to manage their membership and ensure all members are told what the expectations are for committees and their members. - Damien Jordan asked that a notification be sent out to the campus notifying all workgroups reporting to committees of a deadline to present recommendations they would to move forward for consideration. - Planning Council is working on committee annual reports. The template has been updated and sent out to all committees with a deadline of April. - An update on the Enrollment Management committee was provided by Claudia Lee. Claudia shared that Equity is now under Christina Ryan Rodriguez due to the Equity Director vacancy and is serving as one of the tri-chairs for the DEIA Committee. Because of this, Enrollment Management Committee will continue its hiatus through spring and will revisit in the fall.
Accreditation (Randall)	Kay Nguyen provided an update Accreditation. She stated that the college is currently working on matching committees with accreditation standards. The goal is to have a facilitator and release a survey for committees to review the standards and vote—one voice per committee. Each committee member will have the ability

	to vote but the majority will rule on how the committee will vote—must use evidence to support vote. Kay will email a draft to President’s Cabinet for review and feedback due to time constraints. A faculty job description is being drafted to assist the ALO in writing the draft as co-chair. A classified co-chair also needs to be identified. The goal is for the tri-chairs to complete a draft in the summer for shared governance committees to review in the fall.
Commencement Speaker (Randall)	Meridith Randall asked President’s Cabinet whether they were opposed to the idea of not having a commencement speaker this year. Academic Senate leadership suggested the students be asked since this is an event for students, however, there was no opposition from President’s Cabinet.
Announcements (All)	March 4 – Campus deadline to submit requisition for equipment purchases.

Chair: Meridith Randall

Recorder: Diana Retes

Participants:

President’s Cabinet:

Kay Nguyen, Claudia Lee, Rick Hicks, Damien Jordan, Noah Levin, Pete Bouzar, Heather Dann, ~~Therese Grande~~, Lauren Sosenko, ~~Darla Nunez~~, ~~William Tran~~, Bre Ritter

Guests:

Erica Morales, Andrea Garcia, Paul Wisner

Documents:

[Program Review Requests](#)

Fiscal Stabilization Plan – Updated 2.19.2024