INSTRUCTION PLANNING COUNCIL
Emergency Meeting

Wednesday, December 2, 2009
8:00 am - 9:30 am
Building 9, Room 354

MINUTES

Present: Leonor Cabrera, Jenny Castello, Patty Dilko, Denise Erickson, Sharon Finn, Linda Hayes, Sarah Perkins (Administrative Co-Chair), Byron Ramey (Faculty Co-Chair), Carol Rhodes, Rita Sabbadini, Greg Stoup, Janet Stringer.

Absent: Missy Hilburn, Jonna Pounds.

Guests: Fleeta Rodriguez, Barbara McCarthy, Martin Partlan, Ruth Miller, Monica Malamud, Bart Scott, Peter Barbatis.

1. Approval of Agenda – Approved

2. Approval of Minutes – November 20, 2009 – tabled

3. Instruction Reductions

   • The council discussed the recommendation on instruction reductions including two programs in the PIV process and approved the attached proposal.
Proposal for Reductions in Instruction* in Response to District Mandated 10% Reduction in Cañada College’s 2010-2011 Budget

1) Section reductions
   a. Need to meet FTES reduction; 2010 – 2011 FTES total=4487
   b. Reductions for fall/spring 2010-2011 = approximately $530,000
   c. Reductions for Summer 2010 = approximately $80,200

2) Coordination reduction
   a. Approximately $5,200

3) Faculty Retirement
   a. $52,000
   b. Any other additional retirements

4) Post Retirement contract ending 2010
   a. Approximately $43,320

5) PIV process
   a. Real Estate
      i. Not schedule Real Estate for 2 years
      ii. Review curriculum at that time
      iii. Approximately $11,000
   b. Adaptive PE
      i. Unfund the 3 positions; move for consolidation at CSM
         1. Have new facility on campus
         2. Possibility remains to maintain classes in Redwood City
      ii. Approximately $130,000

6) Discontinue Telecourses
   a. $21,000

7) Men’s Golf
   a. Banking VARS 140
   b. $14,000

Total $886,720

*totals are approximate based on current information