



CSEA Chapter 262

## GOVERNANCE COMMITTEE REPORTS

Wednesday, June 19, 2013

### **BUDGET**

Representative(s): Mark Fernandez

*1<sup>st</sup> and 3rd Wednesday, 3:00 – 4:00 p.m.*

This past April the committee did its year-end review for President's Advisory Council, and there were two outcomes from that review. The Committee decided to add one manager to the Budget Committee -- Gary Nellesen, Director of Facilities. The Committee also believed it was necessary to create a new co-chair position and elected Rosa Royce, Associate Vice President of Administrative Services, to serve as co-chair. The Committee also decided to increase the meeting times from 1 hour to 1.5 hours in order to more effectively accomplish its tasks.

At this May's meeting, Adrienne Price gave the Committee a report on the status of Grants and Grant-funded projects on campus. The Committee acknowledged the great job Adrienne was doing single-handedly writing so many grants this year and even more proposed grants for the upcoming budget year. I asked about whether there was a process in place to review the grant projects' impact on the budget when these projects are institutionalized (which means the college will begin funding the work being done and the grant money is ended), and particularly the impact on classified employees whose jobs are funded by these grants. Mike Gregoryk, VP of Admin Services, acknowledged that classified employee positions are permanent even when funded by grant money, so those positions were a the decision to institutionalize these grant projects.

During the past couple of months, the Committee has also been reviewing the Governor's proposed budget (which we learned today, June 11, has been negotiated and will likely be approved by State Legislature on time this week or next) and its impact on Mt. SAC. The Committee also reviewed the tentative budget for 2013-14. The tentative Budget for 2012-13 projected a deficit of somewhere around \$6.9 million. However, it now appears there will be a savings of about \$5.9 million. The "estimated" actual unrestricted general fund (reserve) is 21%. The State requires a reserve of 5% and the Board requires 10%, so we are currently more than double the Board's required reserve. Much of this reserve will be used up to make up for the project deficit for 2013-14, which is projected to be \$8.9 million. The estimated unrestricted general fund (reserve) for 2013-14 is about 14.2%.

The Committee was pleased about the savings for 2012-13 and about the 21% reserve. One question was whether we were going to restore courses that were cut and increase enrollment (the State calls it "growth" and provides more money to the college for that growth). Gregoryk cautioned the Committee to remember that the "reserves" are "one-time" time. Once it is spent, it is gone. However, as Jennifer Galbraith, President of the Faculty Association, and I both pointed out that the District has had a reserve well above the Board's required 10% year after year after year. Both Jennifer and I mentioned that a reserve that was more than double (this year) and projected to be nearly 15% for next year is a bit ridiculous when there are classes and programs being cut and faculty and staff not being hired.

The Budget Committee is scheduled to meet once more in June before the summer hiatus.

### **HEALTH AND SAFETY COMMITTEE**

Representative(s): Carlos Duarte and Donna Lee

*1st Tuesday of each month*

- Gary Nellesen updated the committee on the exterior lighting work orders. During the period of 5/24/12 – 5/23/13, 800 work orders regarding exterior lighting have been completed. Only 17 work orders are still open. At this time, 95% of the exterior lighting on campus is functioning.
- Gary also informed the committee that during the summer, door hardware from many buildings will be changed out to allow occupants to lock the room from the inside. The new door hardware will be in compliance with current building and fire codes while allowing for occupants to lockdown/shelter in place.



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- Karen reported that PAC had approved AP6750 regarding Skateboards on Campus. This will hopefully allow more enforcement of the policy and decrease campus injuries. The Drug Free Environment (BP/AP 3550) and Workplace Violence Plans (AP 3510) are currently being reviewed by CSEA 262.
- The committee recognized Sandy Samples, Director of Student Health, for her longtime commitment to the committee. Sandy is one of the founding members of the Health & Safety committee and will be leaving the committee upon her retirement this month.
- The Health & Safety agendas & minutes can be found on the website <http://inside.mtsac.edu/organization/committees/safety/>
- If you would like to make a safety suggestion or report a hazardous workplace condition, please fill out the **Hazard Report Form** found at <http://inside.mtsac.edu/forms/>. The form is located under Administrative Forms.

### **INSURANCE COMMITTEE**

Representative(s): Hawk Yao

*2<sup>nd</sup> Tuesday of the month during the Fall & Spring Semester*

The Insurance Committee recently had a presentation done by Rossanne Wetzel from Keenan & Associates regarding the Affordable Care Act (ACA). An informational letter will be coming out by October 1, 2013 to every employee about the new California insurance exchange: Covered California. This letter will only be informing the employee that they have the option to purchase their insurance through the insurance exchange if your employer either does not cover you or does not offer affordable health insurance, along with information on the possible eligibility of a federal subsidy should you meet the qualifications. The Insurance Committee has been on top of making sure that the District stays in compliance with ACA.

#### *An update on dental insurance:*

Our committee has put the dental program out to bid. Prices have been rising at a very quick pace for the Delta Dental PPO program and we have been looking to see if we can find a similar, or better, dental program for less cost. We may elect to go with the same plan, but with different benefits to help lessen the premiums. For example, depending on the usage rates, we may decide to lower the annual cost that the plan covers because a large majority of the people on the plan may not come close to ever maximizing the coverage of the plan. We should be receiving a list of various offers from different companies by September of this year. At that point, the Insurance Committee will make a recommendation on what we believe to be the best plan. This would then go out to the various bargaining units on campus to be approved. We're hoping that the process will be completed by October with an open enrollment period in November and an effective date of January 1<sup>st</sup> of the following year.

### **INTERNATIONAL STUDENT PROGRAM ADVISORY COMMITTEE**

Representative (s): Clarence Banks

*1<sup>st</sup> and 3<sup>rd</sup> Thursday of the month 2:00 – 3:00 pm.*

On June 6, 2013 the International Student Program Advisory Committee met for the last time this school year. The committee was informed that International Students must attend a mandatory student orientation during the 2nd or 3rd week in July.

The committee also established some goals for next school year including the following: 1) Find out the concerns of Academic Senate and address those issues. 2) Explore options for learning communities for International Students. 3) Gathering better data regarding the interests and well-being of International Students.

The International Student Program Advisory Committee will not meet again until the fall semester.



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### EMPLOYEE WELLNESS TASK FORCE

Representative(s): Jacolyn Martinez

*1<sup>st</sup> and 3<sup>rd</sup> Wednesdays of the month*

The Wellness Program Task Force has been approved to transition to a Governance Committee. The current members will be working on the required information, mission statement etc, over the summer. The Top Loser Program was very successful with over 60 participants weighing in for the final time. On June 12, awards were given in two categories, for the most percentage of loss per team and per individual. The Task Force continues to research ideas for future events to promote healthy lifestyle choices. Next Task Force Meeting will be Wednesday, July 3. Please feel free to contact me regarding ideas for future events.