

**Mt. San Antonio College
President's Advisory Task Force on Fiscal Planning
Summary of April 13, 2011**

Task Force Members:

- | | | | |
|--|---|--|--|
| <input checked="" type="checkbox"/> Mike Gregoryk, Chair | <input checked="" type="checkbox"/> Art Morales | <input checked="" type="checkbox"/> Audrey Yamagata-Noji | <input checked="" type="checkbox"/> Liesel Reinhart |
| <input checked="" type="checkbox"/> Linda Baldwin | <input checked="" type="checkbox"/> Bill Rawlings | <input checked="" type="checkbox"/> Yamagata-Noji | <input checked="" type="checkbox"/> Luisa Howell |
| <input checked="" type="checkbox"/> Virginia Burley | <input checked="" type="checkbox"/> Denise Lindholm | <input checked="" type="checkbox"/> Jean Garrett | <input checked="" type="checkbox"/> Michelle Williams |
| <input type="checkbox"/> Jason Chevalier | <input type="checkbox"/> Annette Loria | <input checked="" type="checkbox"/> Eric Kaljumagi | <input checked="" type="checkbox"/> Sarah Daum |
| <input type="checkbox"/> Aida Ghorbani | <input type="checkbox"/> Art Gonzalez | <input checked="" type="checkbox"/> Joan Sholars | <input checked="" type="checkbox"/> Kerry Martinez (Notes) |
| <input checked="" type="checkbox"/> Alexandra Leon | <input checked="" type="checkbox"/> Diana Casteel | <input checked="" type="checkbox"/> Terri Long | |
| <input checked="" type="checkbox"/> Jennifer Galbraith | <input checked="" type="checkbox"/> Laura Martinez | <input checked="" type="checkbox"/> Johnny Jauregui | |

ITEM	DISCUSSION/COMMENTS	ACTION/OUTCOME
Sample Format for Task Force	<p>Mike Gregoryk stated the goal today is to complete the format for the Principles (Priorities), Assumptions, and Outcomes. There was a question on how the process works within each division and the concern that everyone is included. Mike explained that each Vice President will call their managers together and ask them to get input from their staff. The Vice President will then consider the input and complete the format provided to them by the Task Force following the directives, budget assumptions, and College priorities. Global items that cross multiple teams were discussed, and there was a question on what the function is to address these items. Mike stated these types of ideas will hopefully come from the Vice Presidents.</p> <p>The following were suggested Directives:</p> <ul style="list-style-type: none"> • Inclusive process. • Determine College priorities for budget reduction. • Consensus-building on fiscal facts. 	

	<p>The following were suggested Principles (priorities):</p> <ul style="list-style-type: none">• Direct student instruction.• Direct student support.• Indirect student support including safety and tutoring.• Mandated costs – legal/federal, grants, length of tether.• Types of cuts that will affect Mt. SAC's relationship with the community.• Look at both expenses and income. With increased student fees, there is no guarantee every section will fill, and we can't assume 100% efficiency. Possibly a 5-7% cut across the board is needed with 4-5% covered by reserves.• Identify services that are contracted out that can be done less expensively in-house.• Use internal resources efficiently<ul style="list-style-type: none">a. Cost savingsb. Commitments (one-time vs. ongoing)c. Review all contractual servicesd. Reorganization due to early retirement incentive (collective bargaining implications) <p>It was suggested that the template include the following Tiers or Levels in planning priorities:</p> <ul style="list-style-type: none">• Tier/Level 1: Optional (services reduced with limited impact, i.e. retirements/frozen positions)• Tier/Level 2: Judicious (services reduced with potential layoffs)• Tier/Level 3: Serious Consequences (services reduced with layoffs)	
--	---	--

Future Meeting Dates	Mike stated he would like to cancel the previously scheduled meetings of April 20, 2011, and May 4, 2011, and meet again on May 18, 2011, from 1:00 to 6:30 p.m.	
-----------------------------	--	--

FUTURE MEETING DATES

May 18, 2011 – Founders Hall