

CHANCELLOR'S CABINET MEETING

Agenda

Monday, March 30, 2020

3:00 p.m.

Zoom Video Conference

1. Call to Order	Brian King
2. Finalize Agenda & Minutes of Meetings* <ul style="list-style-type: none">• March 23, 2020	Brian King
3. Process and Decision for Fall Course Schedule	Brian King
4. Budget Planning Process for FY 2019-2020 and FY 2020-2021	Brian King
5. Future Agenda Items and Meeting Schedule—Monday, April 6?	Brian King
6. Adjournment	Brian King

CHANCELLOR'S CABINET MEETING

Minutes

Monday, March 23, 2020

Zoom Video Conference

3:00 p.m.

1. CALL TO ORDER

Chancellor King called the Zoom Video Conference meeting to order at 3:00 p.m.

2. FINALIZE AGENDA & MINUTES OF MEETINGS

The March 23 meeting agenda and minutes of the February 24, 2020 meeting were approved by consensus.

3. COVID -19 PLANNING

A. Summer and Fall Course Schedule Planning

Deputy Chancellor Nye reported that the Summer 2020 schedule will be fully online and explained the rationale behind this decision, which was made with engagement from the Academic Senate. Summer schedules will be posted online on April 13th and registration will begin on April 20th for registration.

B. Computer and Food Distribution

Vice Chancellor Tamara Armstrong provided an overview of the process of distributing Chromebooks and laptops to staff and students this week in order to ensure that all staff and students are safe. The public safety protocols were developed with the District's Director of Student Health & Wellness Deirdre Gilliam.

Associate Vice Chancellor Melanie Dixon provided an update on the food gift cards currently being distributed to students. The Vice Presidents of Student Services have been working to identify the highest-needs students, and the cards will be distributed by mail.

Each college president provided an update on the specific status of the laptop and food distribution at their college.

C. Student Emergency Fundraising

Associate Vice Chancellor Paula Allison reported that the Student Emergency Fund has raised \$20,720 to date, and 40% of donors are faculty and staff. The funds are being utilized to purchase food cards, additional laptops, and fulfill requests for through the student emergency fund.

D. Budget Planning

Vice Chancellor Mario Rodriguez provided an update on the budget, noting that it's clear we're in a recession at this time due to the abrupt impacts of the COVID-19 Pandemic. He anticipates a substantial hit to Prop 98 and cautioned that we need to be prepared for that well in advance of the May Revise. The District is looking at a 5% reduction in the current fiscal year, and at least a 10% reduction in the coming year that begins July 1. Commitments made to our permanent staff will be prioritized. Vice Chancellor Rodriguez discussed some potential budget-cutting scenarios, but it's hard to tell where the statewide cuts may be at this point. This could be a multi-year problem.

E. Hiring Freeze

Chancellor King announced that the District is on an immediate hiring freeze, noting two exceptions: the ARC Presidency and at FLC Distance Education Coordinator. All other requests have been frozen until further notice.

F. Negotiations Timeline

Deputy Chancellor Nye shared that LRCFT agreed to suspend the labor negotiations that were currently taking place. We will continue with the current contract through the end of this calendar year and hope to continue negotiations in fall for a new contract starting in 2021. District administrators have reached out to LRCEA and SEIU and asked for the same extension to allow everyone to get through this difficult time.

G. Evaluations

Deputy Chancellor Nye confirmed that all evaluations for faculty, management and staff that were not already in process will be paused at this time. It was noted that faculty members who were on track for tenure will still receive that this year.

H. Other Matters

Questions were raised about commencement and other cultural celebrations that had been scheduled this semester. Associate Vice Chancellor Melanie Dixon and the Vice Presidents of Student Services are exploring virtual alternatives for commencement that can hopefully be pulled off successfully. Events such as Earth Day, cultural celebrations, etc. will all have to be cancelled for this academic year.

It was clarified that opening labs, classrooms or any other college spaces cannot occur at this time other than for absolutely essential functions.

4. FUTURE AGENDA ITEMS AND MEETING SCHEDULE

It was decided that the next Chancellor's Cabinet will be Monday, March 30th at 3pm.

5. ADJOURNMENT

Chancellor King adjourned the meeting at 4:13 p.m.