
Members Absent: JanetBush, JoAnnCredle, JohnDeGurse, JenniferLerner, PaulaSmith

Dr. Errico convened the meeting promptly at 2:00 pm as both he and Mr. Garcia needed to attend a meeting of the Ad Hoc Budget Crisis Committee at 3:30 pm.

Approval of Minutes: The minutes of the February meeting were approved, reflecting that a formal vote was taken regarding the proposal to change the way state service is calculated, and the committee approved the recommendation. The approved minutes were updated with verification of attendance.

Update on Calculation of Service Awards: Since the February meeting, College administration has decided that nothing will be done differently in the calculation of time in state service. For now, it will continue to be determined as it has been in previous years, but we will need to look at alternatives. All employees who would have been invited to the Service Awards luncheon under the “old formula” will be notified and invited to receive their awards.

Both Faculty and Staff look forward to the Service Awards and the recognition luncheon. This issue created quite a concerned response from those affected by the change, and reminded us that we need to be sensitive to the ramifications of recommended changes. It was noted that the committee needs to be informed of policy changes in advance so members can be informed about constituency reaction.

Action: It was recommended that the topic of calculation of Service Awards be an agenda item again in the Fall.

Vice President’s Report: Mr. Garcia reported that the General Assembly had approved the budget and sent it for the Governor’s signature. The final document removed furlough days for the next biennium, but will not affect the furlough day in this fiscal year. However, Vice President Garcia is investigating whether the College could pay the equivalent of the cost to furlough employees, so that employees would not have to take a day of unpaid leave. He will be making a recommendation to the President, once he has the calculation. The answer must be determined by April in order to allow employees to take a furlough day in May, if necessary.

The College should be in good shape financially for the next biennium, but in 2013 the budget will suffer a reduction as ARRA Stimulus money will end. The State has
financed itself by using Retirement System funds, to be paid back at 7.25% interest. The employee contribution to VRS will not change for current employees, but new employees will pay their own contributions to the fund.

**Chair & Vice-Chair’s Report:** Dr. Errico presented the Joint Resolution of the College Senate and Personnel Services Committee regarding Summer Pay. He noted each of the following points of the resolution, that:

1. The College return to the original formula of allowing faculty to teach 10 hours at full pay during summer session when the budget crisis abates.

2. The College reconsider allowing faculty to teach 8 hours at full pay with 12 credit maximum work load summer 2010.

3. The College exhaust alternative measures to the reduced summer pay for faculty with the intent to return faculty to the original 10 hour summer load (e.g. reducing number of sections- larger class size to improve faculty/student ratio to a Cost Effective Model).

4. The College consider compensation for additional responsibilities during the summer such as academic advising, assistant division deans' responsibilities, major committee responsibilities and other administrative responsibilities. (Compensation would be reflected in faculty’s base pay where applicable.)

5. The report of the Budget Ad Hoc Committee will provide the rationale for any reduction to summer pay and that potential cost savings are identified.

Dr. Errico elaborated on item #3, noting the importance of exploring ways to improve productivity to lessen the summer deficit. More attention will need to be made in developing the summer schedule.

The question was asked if there could be discussion about ways to increase revenue (such as fees), in addition to tuition increases. Mr. Garcia responded that this could be a consideration in the future.

There was no report from the Vice-Chair who was attending the College Senate meeting.

**Discrimination Policy:** The committee discussed taking a position on the Governor’s discrimination policy. A draft proposal presented by Ruth Stanton was modified to read:

“The Personnel Services Committee supports the continued practice of hiring, assessment and retention of all employees based on academic preparation, job-related skills and experience and meritorious job performance. Furthermore, we urge the College to resist discrimination on any non-job related basis, including but not limited to, sexual orientation,
gender identity, and/or gender expression, and to work to put into place safeguards against such discrimination.”

Action: Nancy Wyatt moved that we accept this proposal and send it forward to the College Senate. The proposal was approved.

As a follow up to this action, a member voiced inquiry regarding a session topic during the recent Cross Campus Day, which is a day devoted to professional development. Nancy Wyatt will draft an inquiry to the Professional Development Committee requesting an understanding of the rationale and criteria for presenting the topic regarding KKK wives as Professional Development.

Kathy Weiner arrived at the committee meeting, and without prior knowledge of the foregoing discussion, was asked to comment. She provided some understanding of the process of topic selection, and the intent to meet a variety of interests. The committee will continue to pursue a formal inquiry with a report at the next meeting.

**Concerns of Classified Staff:** It was noted that many of the topics discussed at Personnel Services Committee meetings address faculty concerns, and the need to also consider issues more relevant to the classified staff. The Committee does have a Classified Staff Sub-committee, and it is requested that this sub-committee meet before the next meeting and present agenda items.

Action: Nancy Wyatt will communicate this request to Janet Bush, Vice-Chair of the PSC, and Chair of the Classified Sub-committee.

**Continuity of Service:** Ruth Stanton voiced the concern raised at a recent LRS Group meeting that the retirement of long term classified staff in critical positions will impact continuity of operations at the college. Especially in areas of complex responsibilities learned over an extended period of time, an overlap in new hires is needed to allow for a designated period of training to avoid disruption in services.

This topic will be revisited to consider options.

The meeting adjourned at 3:30 pm in order for some members to attend the Ad Hoc Budget Crisis Committee meeting scheduled at that time. The remainder of the agenda items are tabled for discussion at the April meeting.

**Agenda items noted for next meeting:**
- Furlough Day – report from the Vice President
- Criteria for Professional Development Day topics – response from Chair of Classified Sub-Committee on Professional Development
- Report from Classified Staff Sub-committee