

Administrative Council Meeting Minutes
Wednesday, May 4, 2016
Alumni Room
9:30 - 11:00AM

Attendees: Don Arpino, Jamie Costello, Kathy Keenan, Velda McRae-Yates, Patrick O'Connor, Paul Paturzo, Bob Perry, Kate Russell, Susana Segat, Dan Serig, Anne Marie Stein, Ken Strickland and Chris Wright

FY2016 Budget Update

Bob provided an update on the close of the Fiscal Year 2016 budget. Projections show that there will be a shortfall of approximately \$330,000 this year primarily, due to the Commonwealth's refusal to fund the collective bargaining commitment. The unfunded collective bargaining agreement affects all of the State Universities, and the issue has been made a top priority for the Council of Presidents, who continue to advocate for its funding.

Bob emphasized that, while the Commonwealth is not holding up its contractual obligations, the college remains resolute in its commitment to fund the costs. That being said, there will be no non-contractual promotions or salary increases this year. The college is exploring a variety of additional solutions to deal with the anticipated shortfall. These include the implementation of a hiring freeze of non-essential employees, until Fall 2016, as well as asking the Board of Trustees for access to funds from the reserve. In addition, budget custodians are being asked to postpone non-essential expenditures and to tightly control departmental spending. Administration and Finance continues to explore alternative revenue sources and investments, such as energy savings and how to be smarter with college resources.

Enrollment Update

The group discussed enrollment projections and management. Chris provided an overall summary of current enrollment numbers. Members discussed targeted recruitment, targeted enrollment, and the support of pre-college pipelines. They discussed how the college will achieve the growth that is outlined in the 5-year plan, and how the college will support those students once they are on campus, in terms of housing, facilities usage, academic needs, etc.

Announcements

It was asked that administrators be mindful of copyright violations when approving fliers and event posters to be posted around campus.

The group welcomed Velda McRae-Yates, the College's new Executive Director of Human Resources, to her first Admin. Council meeting. Velda mentioned that she has commenced a listening tour, of the campus, to introduce herself, as well as collect thoughts from the community on what is working well and what needs to be improved.

Ken provided an update on the diversity meetings and the demands presented by the Artists of Color Union (ACU). He thanked Susana for her support throughout the negotiations and management of the process. There was a very successful meeting held on Friday, April 29th that was well attended by administrators, students, and faculty. Approximately three quarters of the demands have been signed by both the college and the ACU.