

Reduction in Contract Days

In accordance with the Classified Association contract Article 7,B,9 the number of classified employee contract days for 2009-2010 will be reduced from 251 to 241 throughout the bargaining unit. The reduction will be made in a proportional manner based on annual contracted employee FTE (see attached chart).

The college also will identify at least nine general fund classified positions for layoff. Even with this reduction in classified staff days and positions, the college will still need to cut more than \$600,000 in its general fund expenditures to fit within LBCC's projected share of the state funding level of \$440 million.

Classified staff's share of the \$600,000 is approximately \$212,000 that we will try to save by not filling vacant positions (attrition). Since attrition is gradual, it may take another nine months to reach the total goal. The college will have to use budget reserves to cover this period of downsizing.

Non-Contract Days for 2009-10

As reported last week, Rita has been working with the Classified Association to identify additional college closure days. The three additional days identified are August 31, September 4 and December 31. The 11 closure days are August 24, 25, 26, 27, 28, 31; September 4 and December 21, 22, 23 and 31. The Academic Affairs Office will be sending out a revised academic calendar next week.

Personnel

Sharon King, Contract and Risk manager, will be taking early retirement. Sharon will continue to work 1,039 hours per year as allowed by PERS. Her primary duties will be preparing risk management and safety reports, emergency management, process improvement and co-managing Campus Security.

The budget team decided that no "new" investment will be made in early retirement incentives. They do not want staff to feel the pressure to retire. The savings, if any, would be minimal.

SENSE and CCSSE Surveys

No investment will be made next year in SENSE and CCSSE surveys. While not administering the surveys, we will continue to work with the existing data. All Oregon community colleges have decided to push the next CCSSE survey to spring 2011.

Questions/Suggestions/Rumors

1. Are we reducing hours and services at the centers or closing them altogether? There are no plans to close the centers. This rumor probably started because the legislature asked all community colleges to describe what a 30% budget reduction would look like. The collective response was that they would probably not offer summer sessions and close many campus centers.

To give you some perspective, we are budgeting for a 12% reduction assuming the statewide community college budget level is \$440 million. Some colleges are preparing for 15% in reductions assuming a \$428 million budget. The 30% reduction scenario assumes a \$350 million budget. At that budget level we would be looking at drastic reductions which could mean no summer term and closed centers. We are not there yet.

2. Are there plans to reduce athletics? No reductions planned, however, all northwest college teams are working with the NW Athletic Association of Community Colleges to reduce travel for games next year. Athletic programs receive most of their support from students fees and Foundation fund accounts.

3. Why don't you eliminate the printed payroll statements? The Business Office is working toward this goal. Will probably use some process of logging onto a secure Web site to print out the payroll stub using password protection.

4. Should we increase the fee for Distance Education classes? Once per year the Board of Education considers all fee increases. We are having the discussions now in preparation of sending a recommendation to the Board during spring term.

5. Students should be required to bring their own paper for use in the computer labs. Not recommending at this time. Information Services believes this would lead to increased printer malfunction.

6. There have been many suggestions on saving resources – M&S, utilities, etc. Staff are encouraged to be frugal with M&S budgets to save wherever we can. Turning out lights in unoccupied offices and classrooms also would help.

7. Can you send the weekly budget message on Thursday instead of Friday? The budget team meets on Wednesdays and meetings with associations or supervisors may need to take place on Thursday and/or Friday so we will continue to send the emails as early as possible on Fridays.

8. Why don't we freeze staff reclassifications? The reclassification process is covered by contract. Freezing this process would not be fair to the employees who have accepted new responsibilities that would change their job class.