



Administrative Services - Area Council
March 27, 2012

PRESENT:

√ Arlene Bautista	Mike Dalton	Rod McMillan	Lisa Webb
√ Francis Baylen	Momi Elliott	Carlos Mena	
Neal Bennett	Ryan Elliott	√ Patrick Papetti	
√ Dan Cahill	√ Jo Ann Higdon	√ Kathy Valot	
June Curtis	√ Miriam Ifill	√ Valerie Wagner	

* Minute approval from the last meeting was postponed.

* Jo Ann Higdon

1. Currently parking lot F has 200–400 parking spaces that have been blocked off due to pieces of concrete that have fallen off. We has a structural engineer looking at the parking structure and is waiting for their recommendation. We will have cadet standing by to direct students to where there will be extra parking spaces. We have notified Inglewood Unified School District that for their graduation we cannot guarantee parking spaces.
2. On YouTube under the Occupy ECC, they were mentioning the student got tasered by ECC Police, this did not happen, the officer only took out the taser.
3. Since December, five to seven employees have inadvertently given up their user id and password by clicking on a link.
4. Bookstore is losing money and that is eroding away at the ending balance.
5. Unit Plans have been written up and put into plan builder. Hopefully, each of managers has asked their staff for their input into the unit plan. (Jo Ann asked the group and all said they have been asked for input, exception is Bookstore and Julie mentioned she was working on it.)

Division report:

* Arlene Bautista:

1. Email went out on the Rideshare survey.

* Frances Baylen

1. Busy with email problems.
2. Please be careful in giving up your email (user id & password). ITS will never ask you for your emails. Spam emails are getting more and more authentic then before.

* Valerie Wagner

1. Busy with workers comp issues.

* Patrick Papetti

1. Bookstore business is flat.

★ Miriam Ifill

1. Auditors will be coming.
2. Billing letter will be sent out later this week to students who have not paid. (Jo Ann said she would like a list of all of the students.)

★ Handout of PBC meeting attachment from March 15th

Here are the highlights on the budget packet.

1. First is the Overview of ECC Budgeted State Revenues – Unrestricted General Fund (UGF):
 - a. Line items 1 through 4 are self explanatory.
 - b. Line item 5 through 7 deals with the tax propositions passing or not.
2. Next is the Current year state revenue shortfalls:
 - a. The 9.9 million ties into line number 8 on the Overview of ECC Budgeted State.
3. Next is the Draft – work in progress on FY 2012-13 UGF:
 - a. Line 53 – 695,000 + 6.6 million + any new expenditure for 2012-13.
 - b. Line 10 – target reduction in FTES 236.
 - c. Line 23 – negotiated item.
 - d. Line 24 - last round of hook up to the central plant.
4. Next is the Five year budget assumption projection details:
 - a. Five year budget assumption, these amounts were unanimously agreed upon by the PBC representatives.
5. Next is the Email regarding Cal PERS and CalPERS agenda item 4 dated march 13, 2012
6. Finally is an article on “It’s a Race to the Bottom” Lopez editorial, LA Times, March 14, 2012

Meeting adjourned at 10:30 a.m.