Board Guidelines for Fiscal Year 2015-16 Meet and Confer Planning

The Board of Governors values employee input regarding employment conditions and the collaborative efforts that take place during the Meet and Confer process. In support of that process, the Board wishes to provide guidelines for the Meet and Confer planning process currently underway. While the Board recognizes that consideration of other factors and items may be appropriate, we believe the highest priority should be on fiscal management (cost reduction and revenue generation), conformity with accreditation criteria and student success.

1. **Fiscal Management**

   For 2015-16, the College expects steep reductions in State funding. In addition, there has been a significant reduction in tuition revenue from declining enrollment. Personnel related expenses are by far the largest portion of the College’s operating budget. Accordingly, the Board requests that the Meet and Confer process be used to address the personnel policy statement implications of assuming no increase to personnel related expenditures and the possibility of reduction in total expenditures on personnel-related items. Possible scenarios to consider during Meet and Confer include, but are not limited to the following:

   - No lift to the salary and wage schedule
   - No step increases paid this fiscal year
   - Hiring limited to mission critical functions
   - Restructuring of positions

2. **Accreditation**

   Through the commitment of many employees and community members, the College has made enormous progress in resolving the issues that led to the Higher Learning Commission's probation sanction. While the Board is confident the College will be removed from probation, the progress made thus far must be fully realized. There is still much work to be done by all. Accordingly, the focus should be on any processes and procedures that ensure conformity with accreditation criteria, specifically:

   - The core components listed as met with concerns in the January, 2015 HLC Institutional Actions Council report.
   - The issues identified in the Final Report of the HLC Comprehensive Evaluation Visit in September, 2014 and the accreditation criteria components identified in that report as met with concerns.

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**Student Success**

Promoting student success is critical to the mission of the College. Two of the Chancellor’s goals for 2014-15 include elements related to improving student success (Goal 2 and Goal 6). To promote achievement of these goals and a continuing focus on student success, the Board directs the Chancellor, informed by input from appropriate governance organizations, to develop guiding principles of student success that could be applied on an ongoing basis to planning processes as well as to policy and operational decisions.

These planning and decision-making processes should:

- Utilize the student success guiding principles to answer the question, "How will this positively impact student success at PCC?"
- Identify changes that could enhance opportunities for greater student success.