

De Anza College  
Instructional Planning and Budget Team  
Notes – February 17, 2004

Present: Alves de Lima, Bradshaw, Campbell, Harral, Illowsky, Jenkins, Kubo, LaManque,  
McCarthy, Mowrey, Newburg, Swensson

Absent: Canter, Espinosa-Pieb, Griffin, Shively, Woodward

Visitor: Ron Warnock  
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The purpose of this meeting was to hear from the following division deans – Physical Education and Language Arts – in a Q and A session pertaining to possible budget reductions in their areas.

The general questions for all the division deans were as follows:

- #1. What do you/the office do during the twelfth month when there are no students, and what does the division assistant(s) do during the twelfth month? Does your division need to be open 12 months/year?*
- #2. How much reassigned time does your division have? What is it used for?*
- #3. Could you teach one class/year if part of your responsibilities are shifted to faculty? Would you want to? (Creative Arts and IIS already teach one class per quarter for fall, winter, spring.) What about in the summer?*
- #4. How many full-time, part-time faculty and classified staff are in your division?*
- #5. Is your budget reduction information listed in priority order?*

**Physical Education:**

Answers to the General Questions:

Refer to the handout Ron Warnock distributed at the meeting titled: *Questions for the Instructional Deans from IPBT – 2/17/04.*

Specific Questions:

- 1. What are current and proposed remaining Lifetime Fitness Center hours based upon reduction proposal?*

Answers to the Specific Questions:

Refer to the handout Ron Warnock distributed at the meeting titled: *Questions for the Instructional Deans from IPBT – 2/17/04.* This handout showed a proposed 21.5 hour reduction per quarter in the Wellness Center.

Ron stated that 1300 students use the Wellness Center per quarter.

### Language Arts:

#### Answers to the General Questions:

Refer to the two handouts John Swanson distributed at the meeting titled: *Questions for the Instructional Deans from IPBT – 2/17/04* and *Language Arts Division: 2002-2003 – Number of Sections – Not included: Readiness, cancelled sections, sections coded 3 or 5 (no pay or load)*.

#### Specific Questions:

1. For your faculty retirements, resignations and unpaid leaves, won't those courses be back-filled with part-timers to have a different net savings? That's how other divisions counted it.
2. Does "dean \$3000 donation" become a line item or 1-time? Why should dean be required or held to this?
3. How will dean raise \$15,000? Will this go to L.A. general fund? What happens if this isn't raised? More cuts to division?
4. What percentage of all EWRT classes does the 19 EWRT sections proposed eliminated represent? Wait lists for EWRT are already so long. How will students get through courses if you eliminate those sections?
5. What about increasing class size by 2-3 per class?

#### Answers to the Specific Questions:

Refer to the two handouts John Swanson distributed at the meeting titled: *Questions for the Instructional Deans from IPBT – 2/17/04* and *Language Arts Division: 2002-2003 – Number of Sections – Not included: Readiness, cancelled sections, sections coded 3 or 5 (no pay or load)*.

#### Discussion:

The members were trying to decide if it was necessary to meet next week because no definite decisions could be made until the outcome of the election on the bond issues is determined. Barbara will consult with Christina, and a decision as to whether to meet or not will be made following their conversation.

