

College Council Minutes

Tuesday, May 29, 2007

2:30 p.m.

Karas Room

College Council Members: Doug Garrison, Carsbia Anderson, John Gonzalez, Joe Bissell, Michael Gilmartin, Julie Bailey, Marianne Ide, Steve Morgan, Gail Fail, Bill Jones, Brenda Lee Kalina, Stephanie Perkins, Alfred Hochstaedter, A.J. Farrar, Bernie Abbott, Lyndon Schutzler, Suzanne Ammons (vacant: 1 MPCSEA rep. and 1 ASMPC Pres.)

Absent: Bill Jones, Stephanie Perkins, Gail Fail, Steve Morgan

Guests: Sharon Colton,

Campus Community Comments: Carsbia reminded all of several activities/events at the end of this week. These include the MPC Graduating Class of 2007 ceremony on June 2, the Latino Student Recognition Ceremony of May 31, the Rite of Passage Ceremony on June 1 to honor this June's African American graduates and transfers. The Fire Academy is also holding its graduation ceremony today at 3:30.

Dr. Garrison announced that at its May 24 meeting, the MSC group elected Michael Gilmartin as its dean representative.

1) Minutes –May 8, 2007: Approved as amended.

Information Items (see available attachments): The following positions were announced and reviewed as information items, except where noted otherwise.

a) **Financial Aid Advisory (Carsbia Anderson):**

b) **Clerical Assistant II (John Gonzalez):**

c) **Replacement and Reclassification of Administrative Position – Associate Dean of Instructional Technology and Development (John Gonzalez):** *This item will be deferred for review at the June 5 meeting.*

d) **Student Health Fee Increase (Carsbia Anderson):** Each year the State of California reviews health fees, allowing an increase in the fee if warranted. This year, a proposed increase of \$1.00 (\$15 per semester to \$16 per semester) which has been approved by SSAG and ASMPC will be presented for board approval. This fee helps support our current Student Health Services which now includes an oversight physician.

3) Action Items – **First Reading (see available attachments):**

a) Action Plan Priority List (Vice Presidents) **Hardcopies presented at today's meeting.:** Joe opened the presentation by indicating that the Vice Presidents have come together to review their areas' Action Plans. Each area used a similar process of identifying its priorities, both within one time funding needs and ongoing funding, and some overlap may exist.

ASAG - Joe Bissell recapped the list of priorities showing the top priorities as Action Plans A#1 for Ongoing:

- Additional 5 positions composed of 1 Groundskeeper, 2 Custodian and 1 Building Maintenance Specialist, 1 Network Engineer.
- Funding to complete the salary study to begin adjustments to M/S/C
- Upgrade of current Personnel Analyst position to a management position.

In addition, Joe reported the following updates related to the 2007-08 budget:

- \$200,000 in ongoing monies and \$150,000 for Improvement and Growth.

- Approximately \$400,000 in one time monies due to unfilled budgeted positions.
- FTES reporting will be the same this year if we borrow as we did last year. Special topics (96) and other experimental courses could not be counted this year, and thus we are not entitled to the additional ongoing monies and raises corresponding to the FTES from these courses. Future courses will go through CAC and board processes before courses are offered.
- A few years ago, it was agreed that year end monies would be allocated to meet GASB 45 requirements, sabbaticals and technology refreshment needs.

Superintendent/President -: Joe presented on behalf of the President's area

- All one time and ongoing funding requests were reviewed, and the A1 priority identified was for the Flex Day support for speakers, refreshments, and materials.
- Special attention should be given to the MOUT Site (Military Operations-Urban Training), as it holds the key to significant future revenue through instructional contracts.

SSAG – Carsbia presented the list of priorities reflecting the top priorities as 1+ Ongoing as the following:

- Academic Support Center annual subscription (software).
- Increase to travel budget for meals for students within Men's and Women's Athletics.
- Supportive Services – Part time counselor and funds for evening proctor-testing center.
- Book program.
- Start up of soccer program.
- ASMPC's 2 additional work stations for student use.

and 1+ for One Time funds:

- Academic Support Center -software for tutors, students, and teachers.
- International Student Program – annual campus seminar for students.
- Resurfacing tennis courts.

AAAG – Dr. Gonzalez explained that the values/basis used for establishing the list of priorities under the **A1 Ongoing items were:**

- Restoration of discretionary budgets.
- Support for L & T C Services.
- Staff Training.
- Classified staffing to maintain current income.
- Marketing – campus wide effort needed

See attachment for the list of A1 Ongoing Action Plan items. Four items from the A2 List of Ongoing needs should be on the A1 List of Ongoing Action Plan needs.

Dr. Gonzalez next explained that the values/basis used for establishing the list of priorities for **One Time Funding-Action Plans:**

- Student Learning Outcomes as defined through the Accreditation Standards.
- Maintenance of current income potential.
- Increase potential for revenue generating initiatives such as Instructional Contracts.
- Innovation – evaluate curriculum and community needs in order to determine methods to promote and expand curriculum and program development
- Curriculum and program development – revise and update curriculum; eliminate Special Topics etc. Leadership and support will be needed to support this area.
- Safety concerns.
- Replace or upgrade of classroom and office furniture.
- Replace or upgrade equipment.

See attachment for the list of A1 One Time Action Plans needs.

Following discussion, it was decided that the A1 Lists for Ongoing and One Time Action Plans will need further review:

- The Vice Presidents will identify needs that could be satisfied with one time available monies, and then return to College Council with a list of remaining **A1 Ongoing and A1 One Time** needs.
- College Council will then review the lists to further define/prioritize needs.

4) Institutional Goals (recommendation from sub-committee): The group was asked to review this Draft in preparation for discussion at a future meeting.

5) College Council Annual Report – (Bernie Abbott): This Draft form will need the inclusion of the College Council's recommendations for the following for its completion:

- Component/operational goals
- Institutional goals
- Action Plan Priorities.

The group is asked to review and forward suggestions/comments in preparation for discussion at a future meeting.

6) Meeting Schedule- June 5.

7) Other

a) Committee Reports