

College Council Minutes-approved as amended.

Tuesday, July 21, 2009

2:30 p.m.,
Karas Room

College Council Members: Doug Garrison, Carsbia Anderson, John Gonzalez, Michael Gilmartin, Joe Bissell, Julie Bailey, Gary Bolen, Steve Morgan, Mark Clements, Bill Jones, Brenda Lee Kalina, Stephanie Perkins, Fred Hochstaedter, A.J. Farrar, Bernie Abbott, Lyndon Schutzler, Susan Villa, Suzanne Ammons, ASMPC Pres. (vacant), ASMPC Rep. (Vacant)

Absent: Mark Clements, Lyndon Schutzler, Bill Jones, Stephanie Perkins, Susan Villa, ASMPC reps, Mike Dickey, William Manel
Guests: Deb Anthony, Cathy Nyznyk, Larry Walker, Nancy Predham

Campus Community Comments:

Carsbia reported on the following:

- Student Financial Services is still seeking volunteers for the 2009 Monterey County Fair, August 12-16.
- Comparative non-duplicated enrollment figures for summer 2008 vs summer 2009 are as follow:
 - District-wide credit enrollments are up 19.4%, with the main campus up 9%.
 - Total units enrolled (all students) are up almost 23%.

1) Minutes – July 14, 2009 (next meeting):

2) Action Items (*see available attachments*):

- a) **Faculty Prioritization Process and AAAG Bylaws (2nd reading-Dr. Gonzalez):** The first reading was given on June 16th, with subsequent changes as recommended for the Academic Affairs Advisory Group Bylaws now incorporated. It was pointed out that the responsibilities include recommendations made by AAAG address two separate areas outlined as follows:
- AAAG's recommendations for action to College Council on policy issues (Shared Governance items), and
 - AAAG's recommendation to the VPs relative to operations issues (separate from above).

Further discussion indicates that clarification is needed as to the role of the representative components on this advisory group, their charge and responsibilities. For example, does AAAG believe representation from all divisions can be accomplished through the division chairs, and do we need to see a representative from the MS group? *Consensus was reached that AAAG should give further review and return to College Council with this determination.*

- b) **Equipment for Emergency Medical Technician class (2nd reading- Dr. Gonzalez):** Dr. Gonzalez explained that the County is no longer providing the instructional equipment needed to conduct this course. Approximately 50 students are enrolled in this course each semester, as it is required within the Fire Academy and similar programs. AAAG voted to purchase this equipment utilizing carry over Instructional Equipment funds from 2007-08.

College Council recommends that the Instructional Equipment purchase necessary for the Emergency Medical Technician class, of \$12,022 (approximately) using 2007-08 carry over funds be expedited. A motion was made and seconded, and carried unanimously.

3) Information Items (*see available attachments*):

- a) **Academic Affairs Reorganization (Dr. John Gonzalez):** The reorganizational plan and FAQ (handouts) were presented along with an explanations to include the following:
- The ~~Associate~~ Dean of Instruction, Arts and Sciences position is deferred for filling at a later date, so the two remaining deans and the Vice President of Academic Affairs have taken on those responsibilities previously held under that position. Joe pointed out that at one time, we had an Associate Dean of Instructional Technology, making for a total of four "Dean" positions. Since that time, the position moved over to the current Dean, Information Technology and Media Services (Sharon Colton).

- Last year, nearly 660 courses were processed through the Curriculum Advisory Committee in an effort to accomplish the curriculum clean up needed.
 - Additional clean up is still needed in order for MPC to be able to offer the solid curriculum needed to expand course offerings, especially with the new education center.
 - The accelerated pace seen [in curriculum approval](#) over the past year is beyond what can be reasonably expected, especially given the current staff reductions.
- b) Student Services Reorganization (Carsbia Anderson):** The organizational chart showing the revisions was presented. Carsbia reported that before last year, Student Services had one Vice President and three directors, and now the two currently vacant positions - Dean of Student Service and [Associate](#) Dean of Supportive Services - are deferred for filling at a later date. This is anticipated to present significant challenges especially with the increased enrollments [expected](#) ~~anticipated~~ for this next year.
- c) International Student Programs Review (Carsbia Anderson):** Nancy Predham presented the Program Review which included several points to include the following:
- The International Student Programs promotes MPC's global profile through its current enrollment of 170 students from 60 countries.
 - The International Student Center strives to recruit, admit, counsel, serve and retain international students, much of which is conducted without travel funds.
 - Staff works to review students' documents for meeting academic, linguistic and financial criteria, all of which are necessary when applying for visas.
 - Other services provided for prospective, current and alumni students include academic, transfer, housing counseling, and immigration regulations interpretation/advocacy.
 - Student completion rates reflect 90% graduation rates and 85% transfer rates.
 - Since the last Program Review of 2001, staffing was reduced from 4 persons down to 2 persons, amidst growing regulatory and reporting requirements.
 - The International Student Program contributed approximately \$800,000 in tuition revenues, utilizing a budget of over \$200,000 for recruiting and serving approximately 200 students.
- d) Child Development Center (Carsbia Anderson):** Cathy Nyznyk presented an overview of the program review which included the following:
- 105 families were served last semester, many of which would not otherwise be able to attend college. It also serves 13 staff members and some children from the community.
 - Child Development Students use the CDC for their practicum, student teaching laboratory and last semester we had over 50 students.
 - The Director is supported by 1 Site Supervisor, 9 Master Teachers, one Administrative Assistant, prep cook and several work study students and volunteers.
 - Over 97% of the budget is wages and benefits. The CDC also receives significant funding from the District in addition to their fundraising activities, pursuit of grants and donations.

4) Other:

a) Committee Reports-

b) Next meeting—8/4 . College Council is anticipating receiving the *Component Goals 2008-09 (Annual Report)* from VP's in August.