

College Council Minutes
Tuesday, June 12, 2007
2:30 p.m.
Stutzman Room (Seminar Rm)

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, Gail Fail, Stephanie Perkins, A J Farrar

Guests: Cathy Nyznyk, Barbara Lee, Joe McCarley

Campus Community Comments:

- Carsbia reported that amidst the large scale of construction activities, the handling of detour directions, maps etc., appears to be going well. An information tent is being placed in front of the Administration building during the first week of Summer School.
- Steve gave a recap on the plans for rotating parking lot usage and overall traffic control to assist and direct students to available parking as well as preparations for the Farmers Market.

1) Minutes –June 5, 2007: Approved as amended.

2) Information Items (*see available attachments*): The two Child Development Specialist positions as “new” items are presented under Action Items (below).

3) Action Items (*see available attachments*): The following positions were announced and reviewed as Action Items:

a) Child Development Specialist (New) 32.5 hours, 10 months (Carsbia Anderson):

b) Child Development Specialist (New) 18 hours (Carsbia Anderson):

Discussion followed the review of these Action Items in which it was decided that given the time constraint and limited number of College Council meetings during the summer, that it would be appropriate and acceptable to waive the requirement for a second reading.

“College Council recommends that the requirement for a second reading for the Child Development Specialist (32.5 hours, 10 months) and the Child Development Specialist (18 hours) be waived, and that these positions be forwarded for the Board’s review and approval at its June 26 meeting. The motion for approval was made and seconded and voted in favor unanimously.

c) Action Plan Prioritization (*additional reading*) Recommendations from the Vice Presidents as requested by College Council: Joe reported that since College Council’s meeting of June 5, it was discovered that some expense items had not been included. Additional time is needed in order to provide a more accurate 2006-07 figure for actual expenses and thus until this figure is known, the resulting available monies to be identified will be a changing figure. The following are highlights of the discussion regarding the anticipated budget development and process:

- The Tentative Budget should continue its development and be forwarded for the Board’s approval on June 26, 2007.
- 2006-07 actual expenses, once established will help determine a more accurate figure for year-end available funds.
- Review and prioritization of Action Items should take place once a more accurate figure for year-end available funds is determined.

- The Final Budget is due on or before the 2nd week in September, and is usually approved at the Board's August meeting.
- The State Budget may not necessarily be approved by the time of our anticipated Board approved 2007-08 Final Budget, thus we do not have all information available to us.
- The July 31st Board meeting's agenda items are anticipated to include positions to be filled in preparation for fall.
- \$150,000 Investment and Growth budget (ongoing monies) was established in 2006-07, thus this \$300,000 is a certainty for available funds.

The group was reminded that the two main parts key to the formation of the 2007-08 Budget at this time are the status of available **ongoing funds** and the **State Budget**. Dr. Garrison suggested that the Vice Presidents produce a list of recommended items to be funded based on:

- Best case budget scenario,
- Anticipated budget scenario,
- Worst case budget scenario.

Concerns were shared that unfilled vacant positions of the past few years may continue to go unfilled. **It was agreed that the President/Vice Presidents would formulate a prioritized (numbered) list of requested Action Items for College Council's review at the next meeting (July 12).**

4) Institutional Goals (planned for distribution to campus in fall):

- The Mission Statement is included in the Resource Allocation Cycle. It was suggested that the Mission Statement be examined for review /revision next year at the same time as when our next Self-Study for accreditation is conducted.

5) Meeting Schedule. Thursday, July 12, 2:30 pm

6) Other

- a) Committee Reports:** Bernie indicated that the College Council's Annual report is due for presentation to the June board meeting, and asked if there were any suggested revisions/additions etc. Following some discussion it was decided that the College Council Annual report for 2006-07 would include:
 - Institutional Goals – Draft (pending next year's Self Study for Accreditation).
 - Action Plans – forthcoming once finalized.