

College Council Minutes DRAFT

November 12, 2013, 2:00 pm

Karas Room, LTC

College Council Members: Joe Bissell, Loran Walsh, Amelia Converse, Celine Pinet, Chris Marshall, Dan Fox, Diane Boynton, DJ Singh, Elizabeth Dilkes Mullins, Eric Foster (ASMPC), Fred Hochstaedter, Gary Bolen, Julie Bailey, Kali Viker, Lyndon Schutzler (non-voting), Mark Clements, Marty Johnson, Michael Gilmartin, Stephanie Perkins, Suzanne Ammons, Walter Tribley, ASMPC Rep (vacant)

Absent: Chris Marshall (ASMPC), Kali Viker, Stephanie Perkins

Guests: David Clemens, Rosaleen Ryan, Laura Franklin, Jon Knolle, Nicole Dunne, Mike Midkiff, Alethea DeSoto

1. Minutes – November 5, 2013- Approved as amended.

[November 5 2013 Minutes](#)

2. Action items (2nd reading):

a) **Strata Information Group (Statement of Work-Agrmt) Technology Committee presentation (Nicole Dunne):**

[MPC Business Process Analysis - SIG 2nd reading.pdf](#) Nicole presented a ppt outline to continue/further explain the BPA and the ERP (Enterprise Resource Planning). An ERP can be defined as computer software which allows a more global perspective on functions or line of sight. An ERP does the following:

- provides an integrated real time view of core business processes,
- facilitates information flow across all business functions and manages connections to outside stakeholders,
- provides a database supporting all applications as well as a consistent look and feed across modules.

Ca. Community College Districts' selections in ERP providers reflect the following:

- 46% use Datatel
- 36% use Banner
- 11% use PeopleSoft
- 7% are Other; MPC is included amongst the Other along with Santa Rosa.

On the Listservs (communication network) for A&R, Financial Aid, etc. the exchange of questions, information and resulting trading of solutions is based on either Banner or Datatel ERP systems. Ellucian (owns both Banner and Datatel) is located within close proximity of the Chancellor's office. Other CCC Districts were surveyed as to their satisfaction with SIG and feedback returned has been positive and favorable.

Process Mapping has allowed us to identify where improvement is needed. Also identified are more global problems such as program configuration wherein for example, A&R cannot see when a purchase requisition has been paid and Financial Aid cannot see how much is in their budget at a given time.

[MPC SOW-02 ERP BPA and Evaluation Teams 09 13 13 2nd reading.pdf](#)

Strata Information Group (SIG) is the suggested/recommended consultant to help us select from the many plans and modules best suited to our needs. The cost for the consulting work

is estimated between \$33,100 and \$42,700; contingency funds have been identified to pay for this. It was further explained that as there are a variety of integrated modules available within Datatel and Banner, pursuing a purchase directly from either company must be done carefully so that we purchase only the product that we need rather than overpay for something not needed. In comparing like-size schools, MPC and Shasta College are exactly the same in size; however, Shasta College from an enrollment standpoint has very little positive attendance classes nor independent contracts. The two schools' financial systems are very different and therefore their selection of an ERP or consultant would be based on entirely different needs irrelevant to size similarities.

Title V funding (as identified in the grant) is estimated to provide approximately \$600,000 for each of five years; some of this funding will support the ERP's total estimated cost of between \$5M and \$6M which include software licensing, professional services and hardware costs. Annual maintenance is estimated at \$320,000 per year initially.

Additional comments included:

- a parcel tax to help fund an ERP can be considered; this would rely on whether campaign costs and related factors are an equitable use of funds.
- a solution to our current software dilemma is needed now to set us on course.

College Council recommends that the Statement of Work (SOW-02 ERP BPA-hiring of consultants) be forwarded to the Board for their approval.

The motion was made, seconded, and approved by thirteen members, with one opposed and no abstentions.

b) Faculty Prioritization Vote from AAAG 10/23 second reading (Celine Pinet):

<http://mympc.mpc.edu/Committees/AAAG/Pages/default.aspx>

Clarification was made that the *Faculty Replacement Positions 2014-15 "Chart"* is being recommended for approval with the understanding that 5-7 positions are anticipated to be filled.

*College Council recommends that the **Faculty Replacement Positions 2014-15** chart be forwarded to the Board for their approval.*

The motion was made, seconded, and approved by fourteen members, with none opposed and no abstentions.

3. Information Items:

- a) **Update on budget progress for 2014-15 (Dr. Tribley):** Dr. Tribley thanked the members of College Council for meeting the deadline and providing an extensive list of *Recommendations to balance the 2014-15 budget*. The challenge is in keeping abreast of the relevant timetable with respects to the many actionable items included within the recommendations while also keeping the Board up to date. Dr. Tribley reported that a special board meeting was held on Nov. 6 regarding potential reductions in force. Amongst the actionable items to be implemented (or soon to be) are the following items and cost savings (non-personnel) ideas, which he elaborated on:

- Marketing Plan: A marketing plan will be formulated with the help of external expertise. Action has already been taken outside of that Plan to include 10,000 copies of the spring schedule as well as several ongoing outreach efforts.
- Payoff of \$1.1M in SunTrust loans for energy savings projects implemented several years ago will save approximately \$275,000 in annual loan costs.
- Approximately \$240,000 of the funds received from the State which were directed towards Student Success can be appropriately directed to save on personnel and other costs.
- Reduction will be made to the adjunct budget. We will be hiring full time faculty. The cost savings information is not yet available.
- Reductions to the Child Development Center to include efficiencies in the Teaching Lab are forthcoming. Many CDCs in the State have made dramatic changes and many have closed. We must remain committed to our mission of providing higher education. No savings figure is available at this time.
- Athletics is working with the Foundation to begin a booster club. The District has 12 athletic programs. Dr. Tribley underscored the need to be mindful to engage the Foundation towards a focused set of goals rather than try to direct the small but loyal fund raising efforts to pursue a broad spectrum of interests. The resulting likelihood is for several small-focused campaigns.
- Reduction of the Board elections expense from \$100,000 to \$50,000.
- Energy conservation funding for each of the next 5 years under Proposition 39 will likely save approximately \$50,000 per year in energy savings.
- Reduction of \$50,000 from contingency funding.
- Reduction of \$30,000 from the Deductibles budget.

In summary, discussion with the bargaining units continues. There will be reductions in force. The targeted goal is still for a reduction of \$2.5M in our structural deficit. In January we will ask the Board to approve the *Reductions in Force* notifications. The individuals most affected will likely be notified before the end of this semester.

b) **[Replacement Position – Admissions and Records Specialist \(Marty Johnson\):](#)**

Marty reported on this straight replacement position request approved at SSAG.

4. Campus community comments:

- College Council members introduced themselves.
- Fred reported on last Thursday's Academic Senate in which the group thought it would be a good idea to forward four recommendations for College Council to review/approve in preparation for the institution's Accreditation Self-Evaluation. These recommendations pertain to the Mission Statement and Institutional Goals and Objectives. This will be placed on the Nov. 26th CC agenda.
- Gary reported that last weekend's studio production of Huck Finn was sold out.
- Celine reported on activities within Academic Affairs to include a new transfer agreement with Shimer College in Chicago. Several efforts are being funded through the Foundation to support curriculum development for online classes.

- Eric Foster (ASMPC) reported that the first publication of the MPC student paper *The Pipeline* is now in print. It is also available online. Many thanks to the faculty advisor, Jamie Dagdigian, for his help.
- Loran requested that CC agendaize the topic *Auto Museum: Private and Public Partnerships* as a future agenda item.

Items for future meetings:

- Board policy adoptions
- Online student services
- Online application/registration process
- Policy/process for reorganization