

College Council Minutes- DRAFT

November 20, 2012

2:30 pm

Karas Room, LTC

College Council Members: Doug Garrison, Carsbia Anderson, Celine Pinet, Steve Ma, Michael Gilmartin, Julie Bailey, Gary Bolen, Mark Clements, Jonathan Osburg, Stephanie Perkins, Fred Hochstaedter, Adria Gerard, Alan Haffa, Lyndon Schutzler, Loren Walsh, Amelia Converse, Kali Viker, Suzanne Ammons, ASMPC Rep. Steve Alavi (Pres. position vacant), ASMPC Rep. Samantha Baldwin)

Absent: Mark Clements, Jonathan Osburg, Alan Haffa, Kali Viker, ASMPC Pres., and ASMPC Rep.

Guests: Laura Franklin, Larry Walker

Campus Community Comments:

- Lyndon reported that the MPC football team beat Hartnell to be placed in the Living Breath Foundation Bowl. Though MPC did not win, it was a great game and great cause. The volleyball team made the State playoffs for the first time in many (30?) years.
- Carsbia, (on behalf of Nicole Dunn (A&R)), announced that **grades must be turned in within 48 hours after the completion of course finals**. This is extremely critical to students as it could impact their ability to transfer.

1) **Minutes – November 6, 2012.** Approved as recorded.

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

- a) **Facility Master Plan Update (2nd Reading- Steve):** Steve welcomed questions, request for clarification or elaboration.

College Council recommends the Facility Master Plan Update Nov 2012 be forwarded to the Board for its approval. The motion was made, seconded, and approved with none opposed.

- b) **Faculty Position Request Prioritization Vote (2nd reading – Celine Pinet):** Celine invited questions, and discussion followed to include how the process worked. All voting members of AAAG first discussed the ranking process and how it would work prior to conducting the actual vote. Members were asked to choose their top 8 positions recognizing the relevance of the top 8. Division chairs provided input while being mindful of the overall instructional needs (exa. MLC). Following the vote, the group carried a discussion to verify that the voting structure held true to the objective and reflected the consensus of the group. Clearly, the top five positions address dire needs in critical areas.

College Council recommends the Faculty Replacement Positions for 2013-14 as ranked and that it be forwarded for approval/consideration. The motion was made, seconded, and approved with none opposed.

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

- a) **Student Services Committee New – (Larry Walker):** Larry presented the Student Services Task Groups, established to address 2 of the 2012-13 Student Services component Goals (Outreach and Recruitment, and Regulatory Changes). Critical to growth is our ability to maximize participation rates from area high schools. At the High School Superintendents-Principals Meeting, MPC shared information to pass on to high school students/staff. MPC does not have an outreach program, nor a position dedicated to outreach. Therefore, a Student Services Outreach Task Force will serve as the mechanism to distribute timely information to address outreach needs (developing outreach activities, ready-made materials and reintroduce student ambassadors –ASMPC). Larry indicates that his office will be the point of contact and will now direct efforts to respond to invitations from high schools to provide information.

Academic Affairs and Administrative Services also play an important role in the planning and implementation of the mandates of the SSACT of 2012. Larry outlined the eight steps to implement the 22 recommendations and which operational areas (AA, SS, AS) play a role, as well as the Planning and Implementation timeline. He explained how each year of the timeline builds upon the previous, locking in place that planning year's commitments. Further explanation outlined how accessing information relative to Admissions and Records Updates, and Financial Aid Updates, will call upon several areas to extracting and reporting information in compliance with new regulations.

Comments included that "ready-made" materials for outreach include something similar to the thumb drive bracelets handed out at the 65th Anniversary. Increasing job internship activities by working with Kathleen Clark in COOP Work Experience, could help strengthen student success and career readiness.

b) Planning Assumptions for 2013-14 (Doug Garrison): Typically disseminated in October, this document is late, however with the passage of Prop. 30, more relevant information can be outlined. Dr. Garrison recapped each of the twelve assumptions, elaborating with some additional information as follows:

- #1- No trigger cuts, but pressures tied to State revenues still exist.
- #2- Stability funding-need to make up 297 FTES from last year.
- #4-Multi site strategy is a carry forward of our Strategic Plan with regard to Full Education Status at the Marina Education Center. Applications had been held up pending outcome of Prop. 30; and we have now learned that the review process is again moving forward.
- #7-Not anticipating net-new resources in 2012-13; must examine to maximize efficiencies where possible.
- #9- Good budget management/review have helped provide funds for redistribution.
- #10- Amongst the ideas submitted for savings were several which will find their way into future planning as a matter of good practice. These contributions should be helpful in our efforts to curb our deficit spending.
- Bargaining units have submitted their sunshine statements for upcoming board meeting.
- 2013-14 Budget- The Governor's January 10th budget will provide more information on whether we may see COLA, restoration of workload reductions.

Summary comments included steps in bringing the Marina Ed. Center into full center status to include the 1000 FTES threshold for funding. Fall 2011-12 produced approximately 550 FTES and fall 2012 approximately 600 FTES.

c) Post Proposition 30 Update and Enrollment Update (Steve Ma & Celine Pinet): Steve provided an overview of Prop. 30's effect on key areas, indicating that BC would reconvene to receive this information soon. Steve gave an in-depth explanation reminding the group:

- MPC's portion of Prop. 30 revenues(\$5.7M) is not new money, rather it is funding that was not cut. These funds must be placed in an Education Protection Account as part of the Prop. 98 funds.
- MPC's top priority is that we earn back 297 FTES (\$1.4M) of stability funding, otherwise our apportionment will be cut.
- The League has indicated that we will likely be seeing a large deficit, perhaps similar to the deficit coefficient of \$823K of last year.
- Legislative changes (SSTF) will undoubtedly impact our ability to recover our growth, making imperative that we find efficiencies in enrollment practices and operations.

- Celine distributed the *2012-13 Enrollment Planning Report* outlining FTES targets and goals for Summer 2012 through 2012-13. In summary, goal estimations for 12-13 of 7466.67 indicate we have approximately 420 FTES behind. Also presented was a Spring 2013 Suggested Class Additions spreadsheet. Plans are to closely monitor class enrollments to determine where best to add or cancel sections to maximize efficiencies and grow to meet demand.
- d) **Education Master Plan – Component Goals matrix (Celine Pinet):** Celine provided the EMP matrix which displays how area component goals and EMP objectives are linked. She indicated that the ACCJC appreciates seeing the alignment of planning documents and proof of integration within the College’s focus.

4) **Board Policy Adoptions:** None.

5) **Discussion items for *future* meeting:**

- a) **MPC Technology Vision/Challenges***
- b) **SIS – How well is it working (input from DOMS, end users, A&R etc.)***
- c) **Prioritizing filling of classified position (process from VPs):**
- d) **Thin client / Sharepoint***
- e) **CC bylaws (review, to include role/charge of BC):**
- f) **Reorganization (process):**
- g) **On line counseling/supportive service—(LaRon or??)**

**Review upon new I.S. leadership in place.*

- 6) **Other:** Next meeting- Dec 4th, Dec. 11th or 18th.
- a) **Committee Reports-**