

College Council Minutes-*amended as noted.*

October 18, 2011

2:30 pm

Karas Room

College Council Members: Doug Garrison, Carsbia Anderson, Marty Johnson (Interim VP AA), Michael Gilmartin, Steve Ma, Julie Bailey, Gary Bolen, Mark Clements, Ruth Osorio, Stephanie Perkins, Fred Hochstaedter, Adria Gerard, Alan Haffa, Lyndon Schutzler, Loren Walsh, Amelia Hellam, Suzanne Ammons, MSC Rep (vacant), ASMPC Pres. (vacant), ASMPC Rep (vacant)

Absent: Mark Clements, Ruth Osorio, MSC Rep (vacant), ASMPC Pres. (vacant) ASMPC Rep. (vacant).

Guests: Rosaleen Ryan, Vicki Nakamura, Sharon Colton, Dr. Singh, Kim Panis, Steve Bremmer,

Campus Community Comments:

- Gary reported that *Comedy of Errors* opened at Carmel High School (MPC Theatre under construction) last weekend.
- Lyndon reminded all of the upcoming Alumni Association Fundraiser for the Scholarship fund, which will follow a BBQ. Approximately 200 reservations have been received for this event honoring 1961 and 1965 Championship Teams. Amongst those honored are Nate Wright, and Charlie Whitcomb.
- Carsbia reported that the Women's Soccer has made a great turn around at 7 and 3.
- Oct 31st is the deadline for spring book adoptions, and we need to spread the word.
- Dr. Garrison reminded all that the NLNCC (Nursing Accrediting Team) will be hosting a site review for its continuing accreditation of the Maureen Church Coburn School of Nursing on Wed., Oct. 19th at 4pm in the NU101.

1) **Minutes – Oct 4, 2011:** approved as recorded with one abstention.

2) **Action Items (see available handouts):** *None at this time.*

a)

3) **Board Policy Revisions:** <http://mympc.mpc.edu/Committees/PACC/default.aspx>. *None at this time.*

a)

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

a) **Reorganization Plan- Facilities Department (Steve Ma):** The unprecedented reduction of state funding over the last three years has underscored the district's need to continuously evaluate how financial and human resources are allocated in context to meeting institutional goals. In recent times, both the Student Services and Academic Affairs departments reorganized to improve efficiency and re-allocate resources. These reorganizations resulted in the district eliminating a Dean of Student Services and a Dean of Academic Services. In this era of **Zero Sum Budgeting** (no new monies), a close examination of how the district's Facilities Department is organized and staffed is critical in fulfilling the following institutional goals:

- District's Bond Program
- Staffing, maintenance and overall budgetary resources needed to support the district facilities with the addition of the Public Safety Training Center, Education Center in Marina and new construction on the main campus.

Steve further explained that the proposed reorganization/restructuring plan is a multi-step plan that will take a number of months to implement. The reorganization/restructuring plan includes:

- Elimination of the Maintenance Supervisor position (recently retired) and the Director of Facilities position. He further explained how the job duties/responsibilities of those positions would be shared amongst the VP of Admin. Svc, the remaining two facilities supervisor positions, and the current construction manager and architect of record.

- Elimination of the Evening Campus Supervisor position (recent resignation of Art St. Laurent), and the possibility of reassigning those evening supervisory duties to an “Administrator on Call” and Custodial Supervisor.
- Upgrade the Grounds Supervisor for oversight of the maintenance staff.
- Upgrade the Custodial Supervisor to include some evening supervisory duties.
- Reinstate the full time Unit Office Manager to accommodate needed support to the facility supervisors in addition to handling the numerous clerical, budgetary tracking, work order tracking and overall central communication support for facilities.
- On-line work order system implemented to track progress, workloads and organize.
- Fill full time vacant custodian position in support of the Education Center and the PSTC.
- Add part time Groundskeeper position in support of the Education Center and PSTC.

The proposal would create a net savings estimated at \$134,751, which in essence, can be made available for other multi-site needs at a time when flexibility is likely to be key.

Concerns were shared with regards to different aspects of operations and how they would be affected by the proposed reorganization plan, including the following:

- Bond funding oversight -- will this function be adequately supported by District representation while not relying solely on oversight provided by Kitchell?
- Services to the campus—will service needs (maintenance of buildings, grounds, custodial) still be met given the proposed reorganization plan?
- The proposed reorganization includes the elimination of 3 MSC positions, which could introduce a “representation” issue. This includes the Evening Campus Supervisor which could negatively impact the support to Academics, and as such should be included for discussion at AAAG.

Lastly, given the possible “redirection” of unallocated funds resulting from the reorganization proposal which may include the reinstatement and addition of positions, there was consensus that the portion relevant to any new positions would come back to College Council as action items. Steve reminded the group that the proposed reorganization is pending board approval and if approved, would then require several weeks/months to implement fully. The upgraded and new positions are inherent to the reorganization plan which calls for the elimination of positions.

- b) Thin Client Presentation (Sharon Colton):** Sharon gave a PowerPoint presentation which showed how Thin Clients can be a suitable answer to many classroom and staff computer needs. It offers video, audio, network and USB ports and can be mounted on the back of a monitor or under a table. Sharon provided details and cost analysis comparison for Thin Client vs. desktop computers which included the following highlights.

Advantages to regular desktop computers include:

- An overall lower cost per unit of \$380 with a 10 year lifespan, as compared to \$834 per unit cost for a computer with a 5 year lifespan.
- Much less energy consumption and no heat production as there are no moving parts.
- Less overall Technical Support required over its lifetime, although initial set up infrastructure costs are higher.
- Higher reliability with backup required only for the servers.
- Allows mobile computing---device follows user.

Some disadvantages include:

- High initial infrastructure costs---the Marina thin client infrastructure is expected to support the full build-out of the campus whereas the Monterey thin client infrastructure is expected to support 1/3 of the campus needs.

- Can only be saved to Knighthawk documents folder, Flash Stick or e-mail but not the desktop.
- Not for very high end use, such as video editing.
- If both sets of servers go down, all TCs are still connected to the Internet but not to applications or documents.

Lastly, Dr. Singh (instructor) and Steve Bremmer (lab tech) collectively added their endorsement to the selection of Thin Client as a sound choice even though it is often the case that not all of the “promised” features actually materialize. Dr. Singh added that we may wish to go to an actual cloud. Thin Client was tested in the Library ~~by students~~ for about a month, ~~with good results/feedback~~*. Steve indicated that the intent is to examine the reliability and conduct extensive testing by the lab techs, instructors and other users to insure a good fit with good results from varied applications.

**Testing did not include students, nor is it known what feedback (good or bad) was provided. Library staff were asked to install all appropriate software and conduct whatever testing of links and applications they deemed necessary and report back to the IT Department.*

c) **Classified Replacement Position:** *None at this time.*

b) **Full Time - Faculty Replacements:** *None at this time.*

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

- i. Growth Goal for the Ed. Center at Marina (managing growth & cuts)- *following budget update anticipated in mid-December for clearer picture.*
- ii. ~~Thin Client: Ideal to cover this issue with a CC meeting located at the Ed Center following the Grand Opening of Sept. 23, yes?-(10/18/11).~~
- iii. Year End Funds—*Will have a better idea of YEF following closing of books and audit in late October.*
- iv. Equipment Refreshment needs campus-wide:
- v. Shared Governance and Institutional Planning and Budgeting:
- vi. Food & drink in classrooms?

d) **Other:**

a) **Committee Reports-**

Next meeting is November 1, 2:30 pm in the Karas Room.