

College Council Minutes
Tuesday, September 15, 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, Nancy Goehring, Brenda Lee Kalina, Stephanie Perkins, Fred Hochstaedter, A.J. Farrar, Bernie Abbott, Lyndon Schutzler, CSEA Rep. (vacant), Suzanne Ammons, ASMPC Pres. (vacant), ASMPC VP Org. Paulina Gamble

Absent: ASMPC VP Org. Paulina Gamble, ASMPC Pres., Stephanie Perkins, Steve Morgan

Guests: Laura Franklin

Campus Community Comments:

- Carsbia reminded all of Constitution Day and Lobo Day this Thursday, September 17, starting at 10:00 a.m. This event is an opportunity for students to gain greater awareness of MPC clubs, available programs and services. A voting booth will be featured where students can vote on issues such as healthcare and the economy.
- Gary Bolen announced that The Storybook Theater began last Friday, Sept. 11, opening with Ali Baba and the Magic Cave.
- Fred reported that last Saturday's 1950's Championship Football celebration was enjoyable.

1) Minutes – September 1, 2009: Approved with one abstention.

2) 2009-10 Budget (2nd reading – Joe Bissell):

Some history: Years ago, the January State Budget was a reliable source of information provided within a comfortable timeline for schools to determine and build their budgets in time for the fiscal year start. Recently, the timeline formula is not conducive to schools' ability to develop a budget, especially with the drastic changes from the January budget to the final budget.

Joe presented the handout and gave an extensive review and recap to include the following points:

- The final budget approved by the state resulted in \$3.3 million in cuts (approximately \$1.7 million affecting the Unrestricted General Fund (UGF), and \$1.6 million affecting the Restricted General Fund (RGF). This budget did not provide for any increase in COLA, increased student registration fees from \$20 to \$26 and implemented payment deferrals which will shift approximately \$7 million in funds owed the district to be paid in 2010-11.
- The state budget's structural imbalance (\$11 billion in deferrals) presents schools with a moving target – resulting in changes we will likely see in the form of midyear cuts and deferrals of apportionment payments.
- Balancing the district's budget resulted in significant adjustment including the following:
 - ✓ Loss of 19 positions (including 6 academic teaching positions) through unfilled vacancies for approximately \$1.6 million.
 - ✓ Reduction in almost \$900 thousand in Instructional Services Agreements.
 - ✓ Cuts to supplies, services, and equipment of \$731 thousand.
 - ✓ Elimination of instructional equipment and scheduled maintenance funding for \$200 thousand.
 - ✓ Reduction in temporary help for \$183 thousand.
 - ✓ Using prior year carry forward monies for \$149 thousand.

Note: Federal Stimulus money (ARRA) anticipated at approximately \$700 thousand has not been built in to the budget due to the uncertainty of when/if those funds materialize.

- UGF Expenses: approximately 82% is in employees, the rest in services and operating, many for which we have little control over.
- The UGF Expenses Cut page is not a complete listing of all cuts. It includes approximately \$1.3 million in vacated position savings, almost \$900,000 in Instructional Services Agreement reductions (once responsible for 37% of non-credit FTES, now at 20%). Funds reallocated to adjunct salaries which supported growth this summer for which we are paid 100%.
- MPC maintains a Reserve of 10.5 %, as we remain mindful of the potential for mid-year cuts.

- UGF Revenue – Apportionment is approximately 94.4% of our income and 97% of our income is FTES dependent (tied to enrollment), thus growth must be preserved and managed well.
- Institutional Goals – Despite cuts to the district’s operating budgets, progress continues in the following areas:
 - ✓ **Goal 3, Enrollment growth:** careful selection was made as to which classes to cut, with emphasis given to improve scheduling, class size (average of 23.1 students in fall 2008 to 29.5 in fall 2009). Current credit FTES totals are the largest in district history, with anticipation that it will increase again this year.
 - ✓ **Goal 5 – Educational programs and services in Seaside and Marina:** additional class sections are being offered at the education centers.
 - ✓ **Goal 7 – Maintain and improve district facilities** – construction of the education centers continues as do on campus projects (new Student Services building, remodel of old Administration building etc.).
- Long Term Outlook: Major factors affecting community colleges include the economy in California, growth within local communities, enrollments, employee compensation (salaries and benefits), and cost trends for expenses. Given the changing factors, the outlook is becoming too difficult to predict, especially given the State’s high unemployment rate.

3) Accreditation Self Study (First Reading for Standards IIB and IVA from CC members):

<http://www.mpcfakulty.net/accreditation/home.htm>:

Standard IIB, Student Support Services (Bernie Abbott): The district meets the standard, and we are consistent in telling the MPC story. There were no plans with this standard. Additional comments shared include the following:

- Fred forwarded his notes from Standard IIB to Dr. Gonzalez, commenting that he recalls the evaluation sections had less written about them than did the description sections, but we should still go forward.
- John indicated that he had suggested to the individuals who wrote this standard to organize the services based on the flow and function of how a student might use them. With the flow following a sequential and logical pattern, the standard is in good shape.

Standard IVA, Leadership and Governance (Bernie Abbott): We address and meet the standard.

- This standard has seen many revisions, and many changes have transpired with the revamping of the charge of College Council and the arrival of our current President since our last accreditation visit.
- Comments indicated some of the charts were confusing, so the charts were displayed on screen and changes discussed.
- John stated that the standard is written from the academic side and Student Services and Administrative Services should also review and provide input.
- A.J. Farrar felt the standard was easy to read and congratulated John and Fred for their efforts.

Standard IB, Improving Institutional Effectiveness (with tracked changes): John spoke on how the standards are not stagnant and that he has received feedback from all constituents, making many changes and corrections. For the second reading we will get the standards with tracked changes for quicker review. The second reading is scheduled for September 29.

Dr. Garrison added that he and Fred attended training on being on an accreditation team. They were advised that changes made once the document is printed should be addressed in the addendum.

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

a)

5) Information Items (see available attachments):

a) **2008-09 Area Component Goals Annual Report:** Joe provided the Admin. Services Component Goals, indicating that ASAG had reviewed as well.

It was suggested the College Council document page which currently has Area Component Goals, Tentative and Final Budgets and other documents of the last few years be organized into folders for easier identification and access.

b) **College Council membership review:** Bernie distributed the College council Membership list. Dr. Garrison suggested the start date reflect the date when the bylaws were revised, so we will next need to examine the rotation and make a determination on that portion.

6) Other:

a) **Committee Reports-** (for future—Technology Committee?):

Next meeting—Sept 29th --2nd reading Accreditation Self Study.

Future meeting:

Special Budget Study Session is scheduled for October 6, (1st Tuesday, and regular meeting recurrence of College Council). This session will include a closer examination of how Apportionment, Credit and non-credit FTES work and issues related to funding.