

College Council Minutes- *DRAFT*

Tuesday, February 2, 2010

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, Carolyn Hanson, Bernie Abbott, Lyndon Schutzler, Loren Walsh (CSEA Rep.), Suzanne Ammons, ASMPC Pres. (vacant), ASMPC VP Org. Paulina Gamble

Campus Community Comments:

The following announcements were made:

Carsbia:

- Enrollments are up district-wide by .5%, on main campus by 1.7%, and at the MPC Education Center at Marina by 22.3%.
- On March 6, the UCSC Theater Arts and the UCSC African American Theater Arts Troupe presents MPC's annual community play, *These People Can Fly* at the Oldemeyer Center in Seaside at 7 p.m.
- The Information Tent is set up the first week of school to assist the many students needing information.

Steve:

- Amphitheater is anticipated to be complete by Friday, Feb. 5, unless we have rain.

Fred:

- Thanked everyone for participating at flex days this year, welcoming feedback as well.

Gary:

- *Rent* brought a total of 71 auditions for 15 available parts.
- *Treasure Island* opens this weekend, Feb. 5, and plays through Feb. 21st.
- *Beyond Therapy* auditions will be held Feb. 5 & 6.

1) Minutes – December 15, 2009: Approved as recorded.

2) Accreditation Self Study – Update -(John Gonzalez): The following update was shared:

- The finished Self Study document reflects quality throughout.
- Hardcopies of the Self Study have been distributed to on campus recipients as well as to the Accreditation Team members and ACCJC, along with the Addendum.
- On Friday, January 29, Carsbia Anderson, Dr. Garrison, Dr. Gonzalez, and Dr. Hochstaedter met with the team's chair, Dr. Francisco Rodriguez, Superintendent/President and his assistant, Dr. Richard Robertson, Vice President, Student Services, both from Mira Costa College for an overview of the process and preview of logistical plans.
- March 8 (Mon.) is the welcoming arrival of the team, open forums will be held on March 9 and 10 (Tues., Wed.), and March 11 (Thurs.) is the Exit Report.
- The Exit Report is expected to be a broad overview, scripted, and will be presented by the Accreditation Team's Chair as the only speaker. By design, this process ensures confidentiality and integrity of the findings which will be presented in the actual report anticipated sometime after the ACCJC June meeting.
- While here, the team would like to coordinate to visit as many of the shared governance groups as they conduct regular sessions. On March 9, College Council and Academic Senate will meet and a study session is planned for the Governing Board.
- The Karas Room will be used as the Team's central meeting room due to its location and access.

3) Information Items (see available handouts):

a) **Classified Position Requests:** The following positions were received and reviewed along with handouts.

1) *Custodial Position, Range 6:*

- 2) *Accounting Specialist, Range 12*
- 3) *Stockroom Manager- Physical Science Lab:*

- b) Institutional Goals (due fall 2010): Bernie suggested forming a subcommittee to review the institutional goals, but Dr. Garrison suggested we assess the progress we have made before moving forward on new goals. This should be done before revising the Mission Statement as well as it will keep proper alignment with the Planning and Resource Allocation Process. Members selected were Bernie Abbott, John Gonzalez, Loren Walsh, Carsbia Anderson, Fred Hochstaedter, Steve Morgan and Julie Bailey.
- c) Mission Statement (due fall 2010): (Institutional goals will be assessed first).
- d) Technology Refreshment Plan (Sharon Colton): Sharon reported that at this time, a Draft version is being worked on, with a more finalized version forthcoming.

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

- a) **Funding for the replacement LTC Network Switch--first reading--(Sharon Colton):** Sharon shared the handout and summary "**Technology Refreshment Requests for 2009-10**" which reflects several "first priority" items totaling \$300,000 and almost \$600,000 for all. She explained the dilemma regarding the need to fund the emergency expense of the replacement core switch at the LTC of \$139,222.63, which would utilize the remaining Technology Refreshment funds, and create a deficit. Key reasons underscoring the replacement of the switch include the following:
 - The Santa Rosa Upgrade requires the inevitable replacement of several switches.
 - The existing switch would impede the ability to run wireless throughout the campus without shutting down the wireless capability at the LTC.
 - The new switch is faster and more efficient and as a refurbished, fully warranted switch, it would move the campus closer towards its goal to become wireless.

Discussion continued in which several suggestions and options for funding considerations were explored. Sharon reported that AAAG and SSAG met and discussed this issue and felt that bond funds should be considered for funding. Joe reminded the group that while using bond funds is appealing, they are not intended for purchases with a relatively short lifespan. This expense would jeopardize funds already earmarked for planned projects. As with all bond expenses, this expenditure would come under the scrutiny of the Citizen's Bond Oversight Committee which meets quarterly, reports to the Board and whose role it is to review such expenses to ensure that we remain within the parameters of the law. Joe recapped some of the potential resources as:

- Technology Refreshment and State Instructional Equipment,
- Unrestricted General Fund has \$50,000 in contingency,
- ARRA Funds of \$229,000 is Federal, one time funding,
- Bond Funds – committed and budgeted for the selected projects years to come,
- Library Donation Account contains a total of \$200,000 (\$33,000 of which is in the LTC budget held by the College). While this information is not widely known, the discussion prompted a request for additional information as to how the LTC donation funds are used.

Joe reminded the group that several restricted resources for funds have little or no flexibility. Michael pointed out that while all/varied areas benefit from the LTC switch, a more collaborative approach should be sought to resolve the discussion. The group agreed to a suggestion that we outline the revenue options on whiteboard.

Following is a recap of that outline reflecting true options for available funds for the \$139,000 expense:

	<u>Tech Refresh.</u>	<u>Instr. Equipt.</u>	<u>LTC Donations</u>	<u>Bond</u>	<u>TTIP</u>
Funds:	\$250,000	\$133,000	\$200,000	0	0
Minus expenses \$150,000 (Santa Rosa)					
Balance	\$100,000 (\$93,000 actual)	\$133,000	\$200,000		
Amt to Fund:	\$46,408	\$46,408	\$46,408		

The group arrived at a consensus to charge \$46,408 to each the Tech. Refreshment, Instructional Equipment, and LTC Donation Funds for the LTC switch, and will have return for a 2nd reading on this recommendation.

- b) **Spectrophotometer** (Emergency purchase through Instructional Equipment funds): Dr. Gonzalez reported that this estimated repair cost is \$7,600. The worst case scenario is \$9,500, but that does not include the discount on a very expensive part. A brand new unit would cost approximately \$13,000. Chemistry cannot be taught without this instrument, and Instructional Equipment is recommended to fund. The group will return for a 2nd reading on this expenditure.
- c) **Custodian – Lead, Range 8: (1st Reading)** – Joe explained that we currently have two vacancies in addition to one frozen position from last year. The bargaining unit agreed to upgrade one position to a “Lead Position” once we had another vacancy. The practice over the last 5 years has been to utilize existing crew and pay “out of class” pay. Given the current 2 vacancies in the custodial staff, recent evaluation of the options suggest we now hire to fill the “Custodian Lead-Range 8” position, and the Custodian Range 6 positions. The group will return for a 2nd reading on this expenditure.

5) Board Policy Revisions (1st reading):

6) Other:

- a) **Committee Reports**-Joe reported that the Budget Committee just met on February 1, to review the *UGF 2010-11 Budget Projections*, and once the recommended added footnotes to the spreadsheet are incorporated, it will come forward for College Council’s review. Currently, the “best guess” estimate is for a \$431,000 deficit in the Unrestricted General Fund. The next likely update from the State will likely be that of the May Revise.

Sharon reported that the campus voice mail is being moved to Exchange 2010, and we should have our v mail restored at the end of the week.

Next meeting—February 16