

College Council Minutes

Tuesday, June 1, 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 Hansen, Bernie Abbott, Lyndon Schutzler, Loren Walsh (CSEA Rep.) Suzanne Ammons, ASMPC Pres. (vacant), ASMPC Pranita Chand

Absent: Julie Bailey, ASMPC Pres.(vacant), ASMPC Pranita Chand

Guests: Laura Franklin, Stephanie Tetter, Alan Haffa, Deborah Ruiz, Sharon Colton, Marilyn Townsend.

Campus Community Comments:

- Carsbia delivered the graduation announcement dates for this week.
- MPC's Joel Kemper finished 2nd in the State for the 400 meters event.

1) **Minutes – April 20 and May 4, 2010:** Approved with changes as noted.

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

- College Council – Co-chair position:** (This item was determined to be an Action Item-see below).
- Institutional Goals (Assessment) (New Goals due fall 2010):** Bernie indicated that since College Council will be establishing new goals in the fall, evaluation of the current goals would more appropriately fit in with that discussion/effort.
- Mission Statement Update (due fall 2010):** The Mission Statement along with the bylaws should also be examined in the fall.
- Budget Update (Joe Bissell):** No new/additional information is available at this time.
- Information Technology- Media Services Program Review (Sharon Colton):** Due to the length of this meeting's agenda -we will defer to the next College Council meeting.
- Technology Assessment and Three Year Plan (Sharon Colton):** Due to the length of this meeting's agenda -we will defer to the next College Council meeting.
- Presidential Taskforce on Women's Programs – Recommendations (John):** John presented the report containing the recommendations from the Presidential Task Force by first reminding the group of two vacancies announced in October 2009 which prompted the establishment of the Taskforce. Members who served on Taskforce on Women's Programs are as follow:
 - Carsbia Anderson, Vice President, Student Services
 - Yesenia Calderon, Re-Entry, Counseling Services Specialist
 - Jeanne Costello, Counselor/Instructor, Women's Programs/Women's Studies
 - Andres Durstenfeld, Instructor, Biology
 - John Gonzalez, Vice President, Academic Affairs
 - LaRon Johnson, Division Chair, Counseling
 - Tom Logan, Division Chair, Social Sciences
 - Sarah Mawhirter, Director/Instructor, Women's Programs/Women's Studies
 - Marilyn Townsend, Coordinator, Academic Support Center.

John explained that the Taskforce recognized the contributions of the Women Programs' staff and the value of services provided to re-entry students. The Taskforce felt strongly that these services should serve as the foundation for a "Center". The charge of the Taskforce was also outlined:

- Examine the areas of discussion regarding the philosophy and service roles of the Re-Entry and Multicultural Center;
- Review the changing student population and related needs at MPC;
- Analyze models for delivery of services to re-entry and non-traditional students; and
- Recommend future directions for meeting the needs of the students. The recommendation should include consideration of the operational impact on staff and resources.

John explained that the Taskforce conducted an examination of existing services to re-entry students. A chart was presented, outlining the different services provided and the varied venues

where they are provided. Upon finding that some services were being provided by Student Services programs and others at various venues and through various funding sources, the determination was made that services could be consolidated. This consolidation could also develop capacity and better serve the needs of re-entry students in the best interest of the students and the college. The Taskforce also determined that expertise in providing services to re-entry students already exists in Student Services areas, and therefore, the institution can draw upon this expertise and implement a “Center” purposed to serve the needs of re-entry students at the highest level possible.

John recapped the recommendations listed in the handout, the recommendations for the operational committee, and ideas for the foundation of “The Center”. Also identified were the recommendations on existing services and how they may be carried forward. Those services include:

- Food Pantry
- Text Book Program
- Re-Entry
- Women Supporting Women
- Mental Health
- Student Lounge
- Scholarship Workshops
- Job Experience/Co-op (new)
- Cultural Events and Activities

The Taskforce developed the following Mission Statement for the operational committee to carry on its task (not for public consumption):

The mission of the center is to provide a wide range of accessible services and activities that support and empower a diverse student body and that facilitate the transition to college within a nurturing environment.

- h) Academic Affairs Action Plans (Dr. Gonzalez):** Due to the length of this meeting’s agenda- we will defer to the next College Council meeting.
- i) Component Goals (Vice Presidents):** Due to the length of this meeting’s agenda -we will defer to the next College Council meeting.

Faculty Replacement Positions:

- a) Instructor/Coordinator – Medical Assisting Program (Dr. Gonzalez):** Due to the length of this meeting’s agenda -we will defer to the next College Council meeting.

Classified Replacement Positions:

- a) Instructional Assistant II in the Business Skills Center (Dr. Gonzalez):** Due to the length of this meeting’s agenda -we will defer to the next College Council meeting.

3) Action Items (see available handouts) :

- a) BSI 2010-11 Project Recommendations – 1st and 2nd reading (Laura Franklin):** (CC members agreed to do both readings on this item due to the time limitations with some activities/projects needing to get started in summer. The recommended funding allocation chart reflected state funding already allocated for 2008-09 as \$149,402, and for 2009-10 as \$90,550. The administrative and other costs and proposed projects were explained with the indication that if BSI does not fund the second year, we will have approximately \$56,000 to fund for travel and related expenses.
- b) 2010-11 Tentative Budget – 1st reading (Joe Bissell):** Joe reported that since the last meeting of May 4, the May Revise has been issued (May 14) and the Budget Committee has met to review and present the most current **Unrestricted General Fund Projections for 2010-11**. Joe explained the document in great detail, indicating that the 2010-11 Budget carries potential risks. At the core of this budget’s troubles is the self insurance medical dilemma with a 25%

increase over last year, representing a \$1,375,000 deficit. Proposed solutions have come forward from various medical cost containment changes designed to preserve our medical plan benefits through better decision making at the user level. Were such cost containment changes adopted, they could conceivably decrease the gap to an approximate \$42,000 deficit.

Joe also presented his “Outlook” handout with the following additional comments/resulting potential outcomes:

- The State budget will likely be late, thus impacting cash flow.
- Fiscal recovery is likely 3-5 years away and the LAO is suggesting raising tuition.
- We can anticipate more enrollment restrictions, and a probably \$4 million in deferrals. The likelihood is also for elimination of non-credit PFIT as well as limits to Personal Enrichment courses.
- MPC will need to move to more sustainable enrollments, concentrating on CTE, Transfer and Basic Skills curriculum.
- Medical Costs are trending upwards requiring that our remedy be an “ongoing” fix rather than a one-time fix, in order to address the source of the problem.
- The Education Center at Marina beholds a unique opportunity to capture future funding due to its location and due to a funding allocation mechanism tied to growth at the center.

c) **Recommendation to implement a Division Chair for the Library (John):** John prefaced the PPT presentation to be given by Deborah Ruiz and Stephanie Tetter to remind the group that since the LTC Director position was vacated 3.5 years ago, the management duties have been divided up amongst the 3 full time faculty librarians. Since that time, the following concerns, conditions have come forward which need discussion:

- The consultant’s January 2009 report recommended the position as an “Administrative Library Director”, however this position cannot be implemented at this time.
- Efforts to fill this position have resulted in two unsuccessful searches.
- The retirement of Bernie Abbott, effective this fall, means a plan must be in place to take care of the duties/services previously performed by Bernie. Hours of coverage for the Library and related responsibilities will need to be scaled back if the leadership question is not addressed.
- Over the last 5 years, the LTC has seen a steady and growing use of several services (reference transactions, items circulated, card holder use and computer use).
- Implementation of a Division Chair as an interim solution would use funding from the following resources:
 - 25% salary of highest paid full time librarian (\$22,640)
 - *Reassigned time to cover regular duties of librarian (\$20,400).*
 - *Summer/Early Spring reference librarian \$13,320.*
 - PT-librarian coverage at hourly non teaching --fall/spring (\$88,400).

Discussion ensued in which it was realized that while the objective is to provide a budget neutral option, some factors including roll up costs, turnover funds, etc. suggest the proposal may not be budget neutral and thus closer examination is needed. ***Consensus was reached that a closer examination of the proposal and its costs is needed in order to formulate a plan for available services and staff coverage in time for fall semester. It was further agreed that this presentation could be accepted as a first reading, with a second reading pending the outcome of the closer examination of budget implications as referenced above.***

d) **College Council – Co-chair position:** Following discussions regarding possible candidates and their availability to replace Bernie as co-chair, it was determined that Alan Haffa would serve. The motion was made, seconded and carried unanimously.

4) **Board Policy Revisions:** <http://mympc.mpc.edu/Committees/PACC/default.aspx>.

5) Other:

a) Committee Reports----Next meeting—(Final Budget ???)