

College Council Minutes
Tuesday, November 18, 2008
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, Bill Jones, Brenda Lee Kalina, Stephanie Perkins, Alfred Hochstaedter, A.J. Farrar, Bernie Abbott, Lyndon Schutzler, Susan Villa, Suzanne Ammons, ASMPC Pres. Mike Dickey, ASMPC Chief Justice William Manel)

Absent: Gary Bolen, Bill Jones, Stephanie Perkins, Susan Villa, Mike Dickey (ASMPC Pres.), Wm. Manel (ASMPC Chief Justice)

Guests: Susan Steele, Paula Norton, Sharon Colton

Campus Community Comments:

- Lyndon announced that MPC's perfect season (10-0) now sends them forward to play in the Bulldog Bowl at the College of San Mateo on Saturday at 1pm. MPCs volleyball and basketball teams have also won all games this season.
- Carsbia reported that the spring class schedules are here, delivered early. Reg Daze is Friday, November 24, and students are encouraged to register early.

1) Minutes – Nov 4, 2008: Approved as recorded with abstentions in the case of absences.

2) Information Items(see available attachments):

Classified Position Requests:

a) Bond Projects Accounting position (no handout-info only-Joe Bissell): Joe explained how the accounting tasks pertaining to the Bond Projects have evolved since their inception:

- Proposition 39 restrictions originally held that no funding could be spent on salaries or personnel, however that has since changed.
- Currently, Kitchell is under contract to provide the bond accounting efforts which includes bookkeeping and reconciliation efforts, many of which are duplicative efforts of our own fiscal division, at a pay rate of approximately \$140 per hour.
- In reviewing the options, consideration is being given to hire a part-time temporary classified position to assume the responsibilities for the remaining duration of the bond projects as they taper down.
- This position would be more cost effective for the District, and if effective may become a permanent position, at which time the position will become an issue for negotiation.
- The Attorney General has given an opinion as shared with the Bond Oversight Committee, that, the amount of work will taper down as we progress through the Bond Projects.

Other:

b) Technology Refreshment Plan (Sharon Colton): The handout was shared and Sharon explained that the plan must be kept flexible and elaborated on the 08-09 plan:

- The computers in the LTC are now about 6 years old.
- The cost to upgrade is approximately \$1,000. New purchase costs are \$767 would allow cascading of up to 9 computers (those with adequate life span remaining).
- The purpose of the Technology Refreshment Plan is to support the replacement of computers used for instructional purposes in classrooms and student labs.
- The original plan for 1400 computers was to cascade approximately one fourth of those each year, spending \$250,000 each year.
- State standards indicate the campus to have a proportionally high number of computers on campus. We need to reduce the number of computers and printers not add to them.
- AAAG and SSAG have reviewed the plan.

c) Shared Governance Model: Bernie reported that Julie, Brenda and Bernie have met and currently there are more questions than answers. Additional work is needed in the area related to

the varied committees that exist throughout the campus. It was reported that SSAG will be forming a subcommittee to re-examine its composition.

d) Old Administration-Swing Space: Joe shared a floor plan of the existing Administration Building planned for future swing space. He explained that after closer examination, it was realized that remodeling the building into 6 general purpose classrooms would cost approximately \$500,000 whereas portable buildings cost approximately \$100,000 - \$125,000.

3) Action Items (see available attachments):

a) 2008-09 Budget Update and Budget Committee's recommendation to cover shortfall 2nd reading (Joe Bissell): College Council had the 1st reading on November 4 pertaining to the recommendation to cover the \$855,000 shortfall and continue to stay the course and grow enrollments to help balance the 08-09 budget. Joe now reports that since the filing of the annual report of July 15, additional FTES were found, thus reducing the overall apportionment payback figure from \$855,000 to approximately \$676,000.

"College Council recommends the transfer from the Self Insurance Fund of the current estimated \$676,000 to offset the 2007-08 shortfall and continue to stay the course by utilizing opportunities to grow enrollments to assist in balancing the 2008-09 budget."

A motion to approve was made and seconded, and the motion carried.

b) Daily Parking Permit Fee (Increase from \$1 to \$2-first reading): Joe presented for consideration, the proposal to raise current daily parking from \$1 to \$2. A reporting of fees charged by neighboring districts reflects the following:

- Gavilan - \$.75
- Hartnell - \$1.00
- Cabrillo, Evergreen and CSUMB - \$2.00

Typically when daily parking fees are increased, purchases of annual permits increased. Concerns were raised that our current "spitter" machines are problematic and we shouldn't inconvenience the public or students by asking them to carry around 8 quarters. Joe outlined the primary reasons for the increase as follows:

- Anticipated estimated additional revenue generated--\$22,000 to \$40,000.
- Encourages annual/semester permit purchases, relying less on daily permit machines.
- Further discourages driving/parking on campus.

Additional suggestions shared were:

- Offer event passes for special events to general public
- Cycle out the quarter machines to \$1
- Provide quarter machines on property
- Provide adequate signage to direct people to the quarter machines.

c) BSI (Michael Gilmartin):

i. Proposed funding process (first reading): Michael reviewed the handout, explaining the main areas reviewed. He emphasized that collaboration and coordination between more than one area is a key component to the success of this program and the information is to be submitted on the same form. The funding proposal was reviewed AAAG and SSAG. Additional comments/suggestions included:

- All funding requests must meet at least one BSI Long Term Goal and must be tracked and reported.
- Funding Request- the form should include that collaborative partners be listed.
- The newly elected BSI chairperson is Paula Norton, chosen by the BSI committee.

- The Tentative Funding form should reflect a review of SSAG in addition to AAAG (see red print at bottom of BSI doc.).
- ii. **BSI Committee's recommendation on permanent coordination:** In this first reading, it explained that this position carries the responsibility for the implementation and operationalization of the BSI program. It is recommended that it be a shared responsibility intended to bring both the faculty and administrative facets together. The recommendation from the BSI committee to Administration is as follows:

"The BSI Committee recommends that the permanent coordination of Basic Skills at MPC be the shared responsibility of an administrator and a basic skills faculty member. The BSI committee understands that the manner and compensation for such an arrangement is a negotiable item."

4) Other:

- a) **Accreditation Update/reports:** Accreditation progress continues. Chairs and co-chairs came together to evaluate some of the challenges of this effort which include the time issues and the need to carry discussions concerning the differences between program reviews and the accreditation self study. John will give a more detailed update at the Dec 2 meeting. It was suggested and agreed that the **Accreditation Update-** agenda item be moved to earlier in the College Council agenda.

5) Other:

- a) **Committee Reports:** SSAG met November 3rd and discussed the Faculty Replacement Prioritization Process. Carsbia indicated that SSAG would like to participate in a more inclusionary role in that process. The following points were shared in the discussion which included several members:
 - Should the faculty replacement be a separate process from that of classified position replacement? Typically classified replacement activities occur throughout the year, whereas, faculty usually occur at peak times of the year (retirements, semester breaks etc.).
 - New faculty positions and new classified positions involve resource allocation which requires Budget Committee and College Council input. When new positions are implemented because of enrollment growth, support is needed from several areas, such as custodial, building maintenance and other services.
 - AAAG and SSAG now have an opportunity for dialogue on this issue, without one interest overshadowing the other, and the consensus/results of those discussions could then come forward to College Council.
- b) Next meeting (December 2nd)