

**College Council Minutes**  
Tuesday, December 18, 2007  
**2:30 p.m.**  
**Karas Room**

College Council Members: Doug Garrison, Carsbia Anderson, John Gonzalez, Michael Gilmartin, Joe Bissell, Julie Bailey, Kendra Cabrera, Steve Morgan, Gary Fuller, Bill Jones, Brenda Lee Kalina, Stephanie Perkins, Alfred Hochstaedter, A.J. Farrar, Bernie Abbott, Lyndon Schutzler, Suzanne Ammons (vacant: 1 MPCSEA rep. and 1 ASMPC Pres.)

**Absent:** Julie Bailey, Stephanie Perkins, Carsbia Anderson

**Guests:** Jeanie Kim, Gail Bartow, Homer Bosserman, Tracie Catania, Susan Steele, Brian Streetman

**Campus Community Comments:** Joe reported that recent news regarding the Governor's budget underscores the challenge faced by the State in light of the current deficit (over \$8 billion). As a result, the Governor may have the opportunity to force the legislature to balance the budget. The State Budget release is scheduled for January 10.

- 1) **Minutes – December 4, 2007:** Approved with one abstention for non-attendance.
- 2) **Information Items(see available attachments):**
  - a) **Classified Position Request- Custodian SC 2A (2 positions) - Joe Bissell:** Two custodians have relocated out of the area creating two vacant positions for December.
- 3) **Action Items (see available attachments):**
  - a) **Institutional Goals – Bernie Abbott (additional reading):** Changes made to Goal #5 (Educational programs and services in Seaside and Marina), and the addition of Goal # 7 (Maintain and improve district facilities) were reviewed. **Joe Bissell made the motion to accept the Institutional Goals (December 2007), A.J. Farrar seconded the motion, all voted in favor, and the motion was passed.**
  - b) **Accreditation Progress Report/Responses – John Gonzalez (first reading):** John provided the following key points along with the 20 page Accreditation Progress Report:
    - The Accreditation Site Visiting Team gave five areas for which recommendations submitted will require responses from the District.
    - The Accreditation Progress Report is due to ACCJC by March 15.
    - Comments, suggestions need to be submitted to John Gonzalez by December 21, followed by review from the PVP group
    - 2<sup>nd</sup> Reading is anticipated to be held at College Council's January 15 meeting
    - Board Approval is anticipated at the February Board meeting.
    - A training session is scheduled for the spring
    - The Accreditation Site Visit is scheduled for spring 2010.John thanked the writers of the report: Bernie Abbott, Joe Bissell, Diane Boynton, Gary Fuller, Michael Gilmartin and Fred Hochstaedter for their valuable contributions in providing this progress report.
  - c) **Prioritized Requests for Faculty Positions 2008-09 (Update) – John Gonzalez**
    - ii. **Math Learning Center Director (Q&A):** At the last College Council meeting, this position prompted discussions which included issues concerning curriculum, Title V, space and associated costs with support staff. College Council compiled a list of four questions with regard to the Math Learning Center Director made available in advance of today's meeting in order to support discussion based on a clearer understanding of this position. (see "Reply to College Council Math Learning Center Director Questions").

Tracie Catania spoke on behalf of the constituency in support of this position, explaining the information in the handout. Key points included the following:

- The Cabrillo MLC model will be followed as closely as possible on a scale that is appropriate for the size of MPC.
- The main goal will be to support supervised tutoring offered on a drop-in basis at a level comparable to the Academic Support Center which operates primarily under a scheduled/appointment basis.
- Curriculum development will be a component within the job description to begin in the first year of the position, and consideration will be given to adding a lab component to the pre-algebra courses. This position is also anticipated to help support the newly increased math graduation requirements.
- The services will be implemented in compliance with Title V regulations pertaining to apportionment generating tutorial services.
- The MLC will provide tutoring to students enrolled in math as well as science students who need help with math skills.
- The concept is to put in place the Director position in order to begin the 5-year plan for the MLC. In order to accomplish this goal, the Director will coordinate the center and only teach an overload and/or on-line classes.
- The MLC does not require multiple computers, and so it is believed that technology needs can be sought through Action Plans. The new Math facility in the remodeled Business Building will be larger (approximately 1650 sq. ft. vs. 944 asf.) and will include testing space, furniture and equipment.
- FTES projections for the MLC is for 14.5 FTES per semester in the first year

***College Council recommended approving the Math Learning Center Director position and forwarding it to the Superintendent/President and the Board for approval. A.J. Farrar made the motion to approve, Michael Gilmartin seconded the motion and the motion carried.***

#### **4) Other:**

- a) Committee Reports – Joe reported on the following with regard to the campus's Emergency Preparedness Plan-Activities:
  - Health & Safety Committee has given its endorsement to
    - Campus Alert system - building mounted sirens alike the old air-raid system that could use distinguishable alerts for different emergencies (lock down, evacuate, all clear etc.) Estimated expenses are \$80,000.
    - Current IP Phones-with a software upgrade could activate all IP phones with a speaker/intercom capability along with text messaging at approximately \$15,000. In addition, clocks in the class rooms with speaker capability could be installed.
    - Existing phone system could be enhanced to generate an outgoing message to callers, stating the status of the campus's operations (closure, reopening etc.).
  - Emergency Lighting installation through the Siemens Energy contract will be installed between January 2 and February 5, with back up battery power.
  - A meeting is planned with the Monterey Police Department to seek input on conducting some sort of emergency training to the campus, and this information will be brought back to College Council.
- b) Next meeting January 15 -
- c) Board meetings will be Jan 22, 2008. Flex days Jan 30,31<sup>st</sup>....
- d) Dr. Garrison advised that our February 5 meeting should include an oral Mid-Year Report on Area Component Goals from the Vice Presidents.