

College Council Minutes

Tuesday, April 1, 2008

2:30 p.m.

Karas Room

College Council Members: Doug Garrison, Carsbia Anderson, John Gonzalez, Michael Gilmartin, Joe Bissell, Julie Bailey, Marianne Ide, Steve Morgan, Gail Fail, Bill Jones, Brenda Lee Kalina, Stephanie Perkins, Alfred Hochstaedter, A.J. Farrar, Bernie Abbott, Lyndon Schutzler, Susan Villa, Suzanne Ammons, ASMPC Sen. Antron Williams, ASMPC VP Finance Lenz Elliot)

Absent: Stephanie Perkins, Marianne Ide, Lyndon Schutzler, A. J Farrar, Susan Villa, Antron Williams

Guests: Susan Steele, David Clemens, Jeannie Kim, Rosaleen Ryan, Homer Bosserman

Campus Community Comments:

- Carsbia reminded the group of the April 3 & 4th Site Review of our Categorical Programs. The team had planned to interview staff and students. It was also suggested that a title change to “Chore Programs” would better describe the cluster of programs contained within.
- CDC’s grand opening of Saturday, April 12 at 11:00 a.m. is coming up and we are hopeful that Assemblyman John Laird will attend.

1) **Minutes – March 18, 2008:** Approved with additional verbiage for the Mission Statement.

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

Classified Position Requests: Division Office Manager-Library-SC 5 (Dr. John Gonzalez): This position was presented and reviewed along with the attachment. The previous employee was at step F, therefore a replacement beginning at Step A would mean salary savings.

Other

a) **Budget Update (Joe Bissell):** Joe reported the following update for 2007-08:

- State property tax shortfalls are currently estimated at \$84.4 million
- The cut to schools of 1.5% is still correct, although the State deficit of \$16 billion is now \$8 billion due to cuts already made
- The cut to MPC is approximately \$559,000

b) **Program Review – Physical Sciences (Homer Bosserman & Susan Steele):** A handout was shared with the group listing the PS Program’s Strengths and Support Team Commendation, Challenges, Goals, Support Team Recommendations and Overarching Issues. The following includes comments that elaborate on the content of the review as explained by Susan Steele & Homer Bosserman:

- Enrollment in all PS classes are robust with the exception of Engineering
- All the PS programs have excellent, dedicated and experienced faculty
- Instructional equipment (telescopes etc) needs refreshment and division is challenged by the adequacy of the budgets for supplies, equipment maintenance and field trips
- A more active role to build enrollment through several strategies falls in part, to the Physical Sciences Division and the Engineering Program. The support team recommendations include the following:
 - Aggressive outreach and recruitment efforts to high schools in order to support the continuation of the Engineering Program
 - Concerted efforts and collaboration on improving student success is needed in conjunction with the programs associated with both the Learning Center on the Library’s first floor and the Math Learning Center
 - Science programs in the PS Division take a more active role in pursuing enrollment growth through outreach to local communities, and through course scheduling and course delivery as well as through articulation agreements with other colleges and universities.

Comments included the challenge posed to engineering students whose requirements include almost two years of prerequisites before students can begin taking engineering classes, at which time they may be in a position to consider transfer options.

Dr. Gonzalez added that the program reviews assist the institution through the following:

- They provide a good assessment of where program division are in re-examining their processes and examining challenge areas as per accreditation recommendations for adapting a continuous improving model
- The Executive Summary contains a new piece that of overarching issues that run across the divisions. The goal is then to align the planning and resource allocation processes.
- The next step is to reference the recommendations made here in our annual report to monitor how program reviews address action plans. This will strengthen the adoption of a continuous improvement model that is promoted by the accreditation process.

c) Accreditation Update (Accreditation workshop attendees): John invited staff and faculty who attended the Accreditation Training at Cuesta College in March to share their learning experiences with College Council. Comments shared include the following:

- The Self Study should not be written based on a themes
- Whether students are achieving the targeted Student Learning Outcomes or not could be a factor or component within faculty evaluations
- The dialogue across campus about the accreditation process and expectations of the process will include rubrics for Planning, SLOs, and Program Review. The underscoring critical component will be the gathering of evidence supporting program reviews and proof of accomplishments (data driven)
- The Mid Term report is now a 2 year follow up
- At the last Senate meeting, Institutional Research and Basic Skills provided a large amount of data which exemplifies what the accreditation team is looking for
- The team agreed that the best plan will be to select various topics for campuswide dialogues. Maintaining a record of these dialogues is important
- The accreditation documents will be posted to the Academic Senate web site

d) Community Collaborative CTE Grant (Mike Gilmartin): Michael recapped the Career Technical Education Grant, (SB 70), which works through the Monterey Bay Career Technical Education Community Collaborative to expand career technical educational opportunities for middle and high school students. It will also improve the linkages between career and technical curricula of public schools and community colleges and strengthen the state's workforce development efforts. The Chancellor's Office recommended Hartnell expand its CTE collaborative to include MPC, and the following five CTE pathways:

- Agriculture (Agri. Business and Agri. Math)
- Engineering Technology (Drafting Technology)
- Health Careers (Health Occupations)
- Industrial & Technology (Construction Technology)
- Hospitality (Restaurant management and Hospitality operations)

The grant would provide \$350,000 within the first 18 months with supplemental grants of \$100,000. These funds are contingent upon a 10% match and funds become available July 1. The grant application is due Friday, April 4, therefore it does not allow for a second reading.

3) Action Items (see available attachments):

a) Board Policy 3120-Academic Freedom (2nd reading):

College Council recommends the Board Policy 3120 Academic Freedom be forwarded to the Board for approval. Fred Hochstaedter motioned to approve, Gail Fail seconded the motion and the motion carried unanimously.

b) **Basic Skills Initiative Action Plan (1st reading –Jeannie Kim):** BSI is a statewide project providing \$33.1 million to California community colleges annually, in order to establish, enhance and support programs and instruction related to student success at the developmental level. Jeannie gave an extensive presentation on the Basic Skills Initiative Action Plan which included the following supportive documents:

- Appendix I- BSI for Student Success in California Community Colleges- A review of Literature and Effective Practices
- Organizational and Administrative Practices
- ESL/BSI Expenditure Plan (for 2008-09)
- BSI Planning Matrix – Long Term Goals 2008-2013
- Baseline Measures for Developmental Education
- BSI Committee Self-Assessment/Action Plan Summary

In Spring 2007, an ad-hoc committee was formed in order to conduct a comprehensive self-assessment to establish whether MPC currently met stated best practices according to state guidelines, and to submit an Action and Expenditure Plan to the Chancellor's Office. In Fall 2007, the Committee completed the institutional self-assessment which includes a statistical data report. In Spring 2008, the Committee wrote the BSI Action Plan which communicates the long-term goals and details the institution's 2007-08 planned actions to enhance basic skills education. MPC received \$115,655 in 2007-08 in support of the Basic Skills Initiative.

The committee shared in a discussion which brought forward the following concerns/suggestions for consideration before the next reading:

- The BSI groups will re-examine the target timelines and return with revisions to those timeline expectations (the current plan reflects completion of the action plan in June 2009)
- The AP Summary suggests it is critical to maintain a balance in the support of basic skills instruction without creating a distinct priority in supporting basic skills as a separate section of the campus culture.

c) **Facilities Committee (1st reading Joe Bissell):** Joe explained the original June 2004 (Maas Plan) and the *Draft Facilities Projects-current priorities (4/1/08)* handout, noting the following significant changes since the Maas Plan:

- Facilities Committee has met continuously to evaluate and work to balance available funding with construction costs in a changing economic climate
- The Bond was refinanced and all funding is currently available on an interest earning basis

The following projects were recently added and are either underway, or are planned to be underway in the next year:

- Automotive Technology
- Gym – Floor/Seismic/Bleachers- can be done separately
- Infrastructure- Parking lots (D,E, F, & Upper A), emergency alarms, backstop

Business/Humanities (Incl Hum, BH and old SS) and the Math Sci (Inc PS, LS & BC) are anticipated to garner state approval, and dependent on approval of the Nov 2008 state bond. College Council will be included in the decisions concerning the college's spending plan.

4) **Mission Statement (update??? Bernie Abbott):** The advisory groups will be reviewing the mission statement and College Council may be receiving feedback at its April 15 meeting, although the Board may likely be receiving the Mission Statement at its May meeting if necessary.

5) **Other:**

- a) Committee Reports
- b) Next meeting April 15, 2008