

College Council Minutes

Tuesday, June 3, 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, 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: Doug Garrison, Gail Fail, Stephanie Perkins, Susan Villa, Bill Jones, Lenz Elliot, Lyndon Schutzler

Guests: Susan Steele, Caroline Carney, Sharon Colton

Campus Community Comments:

Fred updated the group on behalf of Academic Senate with regards to Student Learning Outcomes:

- The Academic Senate, with the help of faculty members and committees, has endorsed a form to assist us in addressing the intent of the Accreditation Agency's requirement for assessing student achievement (SLOs) and utilizing that information to improve student learning.
- The "Form" will be introduced at fall flex day and as a "pilot project" for the first two semesters. All faculty members will be asked to complete this form for each of their classes. An example of a completed form can be downloaded from: <http://www.mpcfaculty.net/senate/slo.htm>.
- The "Grand Pooba" list is a list of courses for which SLOs have been completed. Instructors are encouraged to participate in the SLO pilot program and write up SLOs where needed. Courses going through the Curriculum Advisory Committee process now also need SLOs.
- This Form is intended to promote dialog amongst instructors about what MPC students should be able to do as at the conclusion of the courses. The use of this Form is underscored as per the Accreditation Self Study and Site Visit requirements that "evidence" be presented as proof that we are evaluating student attainment of SLOs.
- Several breakout sessions are scheduled, including sessions on accreditation, digital photography, connecting and communicating with state and federal agencies, distance education, educational technology, constructing a useful and valuable syllabus, and developing GE SLOs.
- A survey will be distributed asking whether flex days are desired at times other than at the busy onset of the semester. Flex day information is available at: <http://www.mpcfaculty.net/senate/FlexDayInfo.htm>.

Carsbia reported on the following:

- Enrollment Advisory Committee has developed Goals and Objectives which will be presented to College Council. They will be presented to the campus community after flex days. Included within these goals and objectives is an outreach effort on behalf of the MPC faculty within each discipline to engage in faculty to faculty discussions with their counterparts at the high school level. The EAC will be looking for endorsement of their goals and objectives from the entire campus.
- Fire Academy graduation ceremony was a success with 19 students graduating.
- Upward Bound celebration of May 29 gave recognition to students who began with the Upward Bound program while still in high school.
- Additional ceremonies included the Latino graduation, Kente, and MPC graduation with approximately 400 graduating.

Dr. Gonzalez reported on the Supt. /Pres. Meeting in May:

- The Superintendent/President's meeting with area high schools resulted in the presentation of a *Draft* memorandum of understanding between the high schools and MPC which is intended to better define the responsibilities of each, the high schools and the College. As a result of the meeting, consideration will be given to implement the following activities:
 - a) Identify a liaison at the high schools for purposes of setting up meetings between faculty members of both schools
 - b) Listing those courses for which high school students have enrolled in at MPC

- c) Identify the Advanced Placement equivalent courses taught at MPC for which high school students may enroll in, and thus receive high school and college credit without having to participate in advanced placement testing.

2) **Minutes – May 20, 2008:** Approved with changes.

3) **Information Items(see available attachments):**
Classified Position Requests- none were presented.

Other:

- a) **Social Science Program Review-Exec. Summary (Susan Steele, Caroline Carney):**
Susan Steele gave an overview of the **Social Science-Program Review-Executive Summary, (see attachment)** elaborating on the Program Strengths and Support Team Commendations, Challenges, Goals, Support Team Recommendations and Overarching Issues.
- b) **Accreditation Update:** Fred indicated that posted to the <http://www.mpcfaculty.net/accreditation/home.htm> site, are:
 - Successful self studies from other institutions
 - Master calendar of activities/timelines over these next 1.5 years
 - June 24 & 25 workshop on “The nitty-gritty about data” pertaining to data usage
 - Student satisfaction survey for all service climates
 - Flex calendar, including survey for alternative flex day schedulingMay 30th was the deadline for co-chairs of each Standard to submit the names of those individuals who will be helping them write each standard.

4) **Action Items (see available attachments):** *(No new information available since items submitted at the May 20th meeting).*

- a) **Academic Affairs 2008-09 Action Plans:**
 - i. Action Plan Summary priority items (One-time and Ongoing)
 - ii. Action Plan 2008-09 Package
- b) **Administrative Services 2008-09 Action Plans:**
- c) **Student Services 2008-09 Action Plans:**

5) **Other:** Joe reviewed the **2008-09 Unrestricted General Fund Projections-** *(see handout June 2, 2008)* and highlighted the following key points:

- COLA is projected at 0%
- Categorical programs are expected to be cut by 10.9% across the board (p/time faculty).
- Approximately 60% employee turnover is anticipated over the next 10 years (retirees).
- Net Increase in revenues is \$329,341 and expenses are estimated at \$616,570.
- The current projected out-of-balance amount is \$287,570.
- One-time revenues from the property tax shortfall backfill is anticipated to be \$511,555.
- One-time expenses for environmental insurance for Ft. Ord properties is \$51,205.
- One-time lease expenses to the Monterey College of Law is \$80,000 (PSTC).
- Budget Committee reviewed the budget and the consensus was to apply the property tax shortfall to the one-time expenses (Ft. Ord Insurance and MCL Lease) and use the residual figure of approximately \$92,000 to apply Adjunct Faculty for the purpose of supporting enrollment growth.
- Final Budget will look similar to the Tentative Budget, which is being put together now.
- This summer, the Vice Presidents will prioritize the Action Plans.

a) **Committee Reports**

b) **Next meeting (June 17, 2008)**