

# College Council Minutes

Tuesday, March 27, 2007

2:30 p.m.,

Karas Room

College Council Members: Doug Garrison, Carsbia Anderson, John Gonzalez, 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, Suzanne Ammons(vacant: 1 MPCSEA rep. and 1 ASMPK Pres.)

Absent: Joe Bissell, Stephanie Perkins

Guests: Mike Gilmartin, Barbara Lee

## Campus Community Comments:

- Lyndon reported that the women's tennis team has 11 players this year and is marking a turn around. They are currently at Chabot College with a 7 and 2 record.
- Lyndon also reported that Monday, March 26 the track was run on for the 1<sup>st</sup> time. It is 8 lanes wide with 30" on the outside. We are anticipating completion of the field, stadium and Building 24 by the end of spring.
- Bill Jones commented that he recently attended a community meeting which featured Guide, Search and Rescue, and Companion Dogs. Two of the handlers remarked that they were former MPC students, now with their masters' degrees, and had received their best education while at MPC.

**1) Minutes – March 6, 2007:** The minutes were moved, seconded and approved.

**2) Information Items (see available attachments):** The following positions were announced and reviewed as information items with additional remarks as noted.

### Classified Position Requests

- a) Instructional Assistant II – Classified (John Gonzalez): This is a Service Category 3 position.
- b) Human Resources Specialist – Classified (Barbara Lee for Joe Bissell): This is a Service Category 5 position.

**3) Action Items (see available attachments):**

- a) Police Academy Assistant – Classified (John Gonzalez w/Michael Gilmartin):
  - This is a Service Category 4 position.
  - The California Commission on Peace Officers Standards and Training (P.O.S.T.) report stressed the need for adequate support and compliance with their recommended standards. Given the new location of the police academy on Colonel Durham Rd., support is not available as previously was the case on campus to provide backup for times when no one is at the police academy.
  - The Police Academy program contributes a significant number of FTES for the College, operating on Friday thru Tuesday and given the timing, we need to re-examine the 19 hour position and fill the position with a full-time position now and cannot wait until fall.
  - The development of the Public Safety Training Center on Colonel Durham Rd. is a critical step towards the College's planned future growth on this first to be populated site belonging to MPC on the former Ft. Ord.

In the discussion that followed, it was decided that this item would be brought back to College Council for a 2<sup>nd</sup> reading, following review by AAAG at its next meeting.

- b) Fire Academy Assistant – Classified (John Gonzalez w/Michael Gilmartin):
  - This position is a service category 4 position.
  - This program has expanded significantly in the past 20 plus years and was in place prior to the establishment of current State Fire Marshall accreditation standards.

- Many Fire Departments including Monterey will only hire graduates of accredited academies; therefore, the Fire Academy will need to get accreditation approval in order to be able to continue to place our graduates.
- Currently there is only an hourly budget for temporary help. The Fire Academy needs a full-time clerical position to help support the program and obtain the required accreditation.

In the discussion that followed, it was decided that this item would be brought back to College Council for a 2<sup>nd</sup> reading, following review by AAAG at its next meeting. The concern was voiced that these positions had not been broadly communicated or had gone through our shared governance process.

#### **4) Bylaws continued – (Sub committee update and 3<sup>rd</sup> (or additional) reading):**

- The membership listing (page 2) will be updated with correct phone numbers.
- Bernie reported no additional response, suggestions for changes or questions have been received. No additional questions were voiced today.

*The motion was made to adopt the Bylaw changes, seconded and all approved with none opposed. The motion carried. All members present at the onset of the meeting were still present at this time.*

#### **5) 2006-07 Component Goals (Update -Vice Presidents):** *(see handouts)*

- Vice Presidents Carsbia Anderson and John Gonzalez presented their areas' Component Goals for 2006-07 and the status of each.
- Doug Garrison presented the Administrative Services' Goals in Joe Bissell's absence explaining that the model (template) used for the 2006-07 Goals be used for future years.

#### **6) Component Goals – Timeline for 2007-08:**

- The timeline was reviewed and it was agreed that we could expect the 2007-08 Area Component Goals from the Vice Presidents to come to College Council on May 1.

#### **7) Institutional Goals (Discussion-Update):**

- The Advisory Groups are currently in the process of producing Institutional Goals for their areas and we could expect them to be presented to College Council at its April 17 meeting.

#### **8) Program Discontinuance – BP 3000 (John Gonzalez):** *(see handout)*

- A committee was formed to examine and propose revisions to Board Policy 3000 – Educational Programs and Standards.
- According to Minimum Condition within Community College Standards, the proposal is to include a new subsection, BP 3005, Academic Program Discontinuance and Appendix 3005, Procedures for Academic Program Discontinuance.
- A committee made up of faculty from academic, career/technical areas and approved by the MPC Academic Senate, with concurrence of, and participation by, the college administration, developed the policy and procedures.
- The efforts and helpful comments put forward by Ms. Eleanor Morrice on behalf of the students and ASMPC represent a significant contribution to the implementation of the proposed changes to BP 3000.
- This proposal will be presented to AAAG (March 28) and will return to College Council for a 2<sup>nd</sup> reading.

All areas of the College are in the process of reviewing and updating Board Policy according to a standard, and this is the first one to come through College Council.

#### **9) Other:**

- Earlier in this meeting, discussion was held which reviewed the current process of filling vacant positions as faculty vacancies typically operate on a more cyclical nature (retirement), and using criteria

such as the F.O.N. (faculty obligation number), whereas classified vacancies can occur with two weeks notice or less requiring quicker replacement action. The following is a recap of this discussion:

- Recurring, replacement positions will go forward to refill these positions and brought to College Council as *Information Items*.
- New, or Net-New positions including any currently under review will need more research before eventually coming forward to College Council as *Action Items*.
- “Frozen” or unfilled CSEA positions which have been awaiting replenishment of funding will be brought forward to College Council’s April 3 meeting.

## **10) Committee Reports**

***Next Meeting April 3 (1<sup>st</sup> Tuesday).***