

College Council Minutes

Tuesday, April 17, 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 ASMPC Pres.)

Absent: Lyndon Schutzler, Carsbia Anderson, Julie Bailey, Marianne Ide

Guests: Michael Gilmartin, Susan Osorio, Barbara Lee

Campus Community Comments: None.

1) Minutes – April 3, 2007: The minutes were moved, seconded and approved.

2) Information Items (see available attachments)

Classified Position Requests: ***The following positions were announced and reviewed as information items.***

- a) Human Resources Secretary – Svc Cat 4-confidential (Joe Bissell):
- b) Groundskeeper – Svc Cat 3 (Joe Bissell):
- c) Grant Application-Nursing (John Gonzalez): Dr. Gonzalez reported this grant to be an extension to our existing grant through 2007-08, adding an additional 16 students. This will allow us to have one class in the fall and one class in the spring, each for 33 students.
- d) Replacement of Dean position (Dr. Garrison):
 - Dr. Garrison indicated that the Board will be asked to move forward with the replacement of the Dean of Instruction position, allowing us to move forward, first in filling the position with an interim appointment, until a permanent selection is made.
 - The interim search will begin in May 2007, anticipating that it will be filled in July 2007.
 - The permanent dean search will begin this fall, open to internal and external candidates, and anticipated to be filled no later than summer of 2008.
 - It was further explained that the timeline needed to fill this position must be adequate to allow for a broad search and to allow for extensive involvement of the faculty.

3) Action Items (see available attachments): None.

4) Institutional Goals – from the Advisory Groups: (see attachments)

Institutional Goals from Administrative Services Advisory Group (ASAG) and from Academic Senate were presented and explained. Academic Senate presented their four Institutional Goals followed by key points/questions.

- **Promote academic excellence and critical thinking across all fields and disciplines.**
- **Foster a climate that promotes diversity throughout the institution.**
- **Create pathways to success for all MPC students.**
- **Build MPC into an economic driving force for the Monterey area by supporting and developing programs that teach sophisticated employable skills.**
 - The Academic Senate will be reviewing their proposed Institutional Goals on April 19, and it is anticipated that approval with minor changes will be given.
 - What level of detail is needed within the Institutional Goals? If they are too broad, they may be too remote from their intended meaning, and if too specific, they may not be broad enough to be relevant to encompass the campus community.
 - Objectives used in support of the Goals will need to be developed. Where will the development of these objectives be directed?

The Institutional Goals presented from ASAG, were presented along with the explanation that ASAG serves primarily as a supportive entity. The goals are as follow:

- **Enrollment Growth** – MPC Education Center at Marina and Public Safety Training Center at Seaside.
- **Diversity** – enhance diversity in programs, curricula outreach etc.
- **Bond** – Leverage bond funding to maximize completion of projects and educational program needs set forth in the Educational Master Plan.
- **Technology** – maintain up-to-date technology which supports services to students/staff/faculty along with adequate level of trained technical support staff.
- **Image/Leadership** – foster and maintain positive public image of the College through promotion of services and programs to the community as well as through maintenance of clean and safe buildings, grounds, roads, etc.
- **Staffing** – Maintain adequate staffing levels to support new buildings and facilities as well as its planned growth and development at the Marina and Seaside education sites.

It was further explained that some of the six goals could likely look similar to goals presented by other groups on campus, and/or could possibly tie in with those. Additional discussion included that once the Institutional Goals are received from AAAG (Academic Affairs Advisory Group) and SSAG (Student Services Advisory Group), we will need to consolidate the requests perhaps using a subcommittee to take the following steps:

- Develop the list of Institutional Goals to end up with a reasonable list of goals which can be achieved within the next three years.
- Establish a method by which we can measure or assess the progress towards those goals, as the accreditation team will likely want to see this information.

The timeline for receiving Area Component Goals and Action Plans was discussed with the following schedule for each:

- Area Component Goals from the Vice Presidents – **May 1.**
- College Council receives the Action Plans Prioritization/recommendations from the Vice Presidents – **May 8***
- A prioritized Action Plans list is planned to be further developed/ refined by College Council, **May 15**.**

*Action Plans will come forward for College Council to review as a prioritized list from the advisory groups and along with recommendations from the Vice Presidents. If the timeline of meetings allow (Advisory Groups, Budget Committee etc) College Council will plan to have the prioritized list of Action Plans compiled at its May 15** meeting.

5) Process for Classified Positions:

- In a previous meeting, the group discussed reviewing a list of unfilled classified positions.
- It was made known that while a list could go back many years, it would be difficult to compile such a list that would also account for all positions either eliminated, added in place of, or those modified for various reasons.
- Also, the replacement process for Faculty is distinctly different from that of Classified.
- At this time, the discussion moved forward suggesting that each area should now evaluate and prioritize their most critical positions that need to be filled.
- Our current process of filling existing positions that become vacant involves the Blue Hands form.

Discussion followed in which the question was asked as to which services the college contracts out for. It was reported that custodial services are contracted for at the college's temporary Marina location at the MBEST center, and at the Public Safety Training Center at Seaside (Fire Academy & Police Academy). On campus, the following services are contracted out:

- Bookstore operations
- Cafeteria, food services at the Food for Thought Lounge (LTC),
- Large or specialty plumbing and electrical maintenance and repair.

6) Appointment of Dean by the Management Team:

The bylaws state that the Dean will be approved by the management team at an upcoming meeting in May and make its representative selection.

7) Other

a) Committee Reports

Next Meeting May 8, May 15, June 5, 2007.