

College Council Minutes-DRAFT-revised

November 25, 2014, 2:00 pm

Rm 216, LTC

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**College Council Members:** Luz Aguirre, Dan Fox, Diane Boynton, DJ Singh, Elizabeth Dilkes Mullins, Fred Hochstaedter, Wendy Bates, Earl Davis, Scott Gunter, Francisco Tostado, Loran Walsh, Lyndon Schutzler (non-voting), Paola Gilbert, Larry Walker, Michael Gilmartin, Stephanie Perkins, Suzanne Ammons, Walter Tribley, ASMPCC Rep.

**Absent:** Elizabeth Dilkes-Mullins, Stephanie Perkins, ASMPCC Reps.

**Guests:** Catherine Webb, Laura Franklin, Rosaleen Ryan, Rosemary Barrios

**1. Minutes:**

- a. **November 11, 2014 minutes:** Scott Gunter motioned to approve the minutes and Mike Gilmartin seconded; the minutes were approved with none opposed and no abstentions.

**2. Board Policies:** None presented.

**3. Action items:**

- a. **Budget Subcommittee Charge (1st reading):** This was discussed at the Nov. 11<sup>th</sup> meeting. Clarification / elaboration was requested, and made for items 2, 3 & 4 as noted below:

2. *Contextualize institutional information in respect to the budget...-Information from the Education Master Plan, and Institution Set-Standards etc. should be taken into consideration to be incorporated / contextualized in the preparation of the budget packets for the institution.*

3. *Reviews and/or analyzes budget information, including, but not limited to the following... In examining the budget information at hand, we will need to know where our enrollment trends are tracking so we can anticipate how revenue is affected and review how previous years' budgets performed (areas overspent etc.).*

8. *Reviews the budget again (if needed) prior to recommending the budget to College Council...*

The group discussed the challenge of the Budget Committee's charge which includes gathering and compiling information and honoring timelines for budget planning (including summer scheduling). The group recognizes that it is important that the Budget Committee's work is clearly recognized as following processes. Discussion included whether Budget Committee should be a recommending vs. an informing body to College Council. The determination was made to say that the Budget Committee will conduct itself on a consensus basis (not necessarily voting) and will serve as an informing body rather than a recommending body to College Council. The group arrived at a consensus for the revision to statement for #8 (BC Charge) as follows:

*"Following the budget assumptions and processes, summarizes the budget information and presents to College Council."*

- b. Faculty Positions (2<sup>nd</sup> Reading):** Diane reviewed last meeting's discussion and work of AAAG in its recommendation of the top rankings. Dr. Tribley indicated he is prepared to receive the recommendation from College Council to honor AAAG's ranking of the top five positions. From this, he anticipates he will be able to forward his recommendation to the Board that two of these positions be filled. Past practice indicates that when College Council did not concur with AAAG's recommendation, AAAG was asked to reevaluate.

Members reviewed the ranking/voting process again and that the ballot process is confidential, therefore, does not lend itself to all aspects of the rationale and support for the rankings. The Business Instructor position was pulled at the time due to lack of clarity relating to unassigned time for this fulltime position as well as what this position would be teaching in spring.

The group recognized that the work of the advisory groups as important and that it should be recognized as fulfilling the intended purpose of bringing recommendations which College Council can take action on. College Council agreed to take action (second reading).

Larry motioned that the Faculty Replacement Positions 2015-16 be forwarded for approval and Luz seconded the motion; the motioned was approved with none opposed and no abstentions. (Note: this item was not identified as 1<sup>st</sup> or 2<sup>nd</sup> reading, although it had been reviewed as an information item at the 11/11/14 CC meeting. The group agreed to take action on this item today; Loran motioned for a 2<sup>nd</sup> reading, Luz seconded and the motion was approved with none opposed and no abstentions.)

*“College Council recommends the Faculty Replacement Positions for 2015-16 (document) be forwarded to the President for his consideration and recommendation to the Board.*

#### **4. Information Items:**

- a. CTE Enhancement Funds (Mike Gilmartin – Denise Moss):** Michael explained the very complicated and potentially fruitful CTE funding opportunity. He gave an overview of the Chancellor's Offices Divisions, identifying how the Workforce & Economic Development funding system is changing. Alison Shelling is the CTE Transitions Coordinator. She works with developing articulation agreements in CTE with the local high schools. In the new system, everything falls under the new rubric “Doing What Matters for Jobs and the Economy”. Michael explained that the Perkins grant has not yet been reauthorized, some programs are continued (Prop 98, CTE and EWD and ETP), and others have reduced funds. Perkins, SB1070 and Economic Workforce Development funds are now combined into one consolidated funding stream which is “braided” together as determined by Sector Navigators.

The new system consists of ten regions and MPC belongs to the Bay Area Community College Consortium (BACCC) of 28 colleges. The state has established ten priority occupational sectors. The Chancellor's Office has hired a Sector Navigator for each. Within each region are “Local Priority Sectors” (occupations) and Deputy Sector

Navigators. Due to its size, the BACCC's 28 community colleges can use all 10 of the state's priority sectors. Each region of the state has Deputy Sector Navigators for some of the sectors.

Michael described further how the CTE Enhancement Funds were distributed, allowing each college to submit 7 CTE programs. MPC's allocation is \$177,762 (divided by 7 programs = \$25,395 per program). The 7 programs are Automotive Technology, Business Accounting, Computer Networking, Dental Assisting, Hospitality, Medical Assisting/Office and Nursing. He also explained the criteria and complex formula underscoring that demand for graduates in the 7 programs must exceed the supply (availability of graduates). This grant is due December 1, 2014.

- b. CA Career Pathways Trust Implementation Grant-CCPT (Mike Gilmartin –Denise Moss):** Mike indicated the challenge in identifying career pathways and collaborating with high schools given the difficulty high schools have in finding qualified faculty to teach in the programs being developed. This grant is due February 6, 2015. He also reported on the challenge in finding expertise to run/drive these grant efforts.
- c. Student Equity Plan (Larry Walker):** Larry brought forward information at the last College Council. For the first time, the Chancellors office is putting money behind the development of the Student Equity Plan; this is on a three year timeline with annual updates required. This year, MPC is receiving \$330,000. He then highlighted the five major components associated with the Student Equity Plan as follows:
  - Executive summary
  - Campus based research
  - Goals and Objectives
  - Budget
  - Evaluation

Rosaleen Ryan then reviewed the data portion (Part 2) which pertains to Access; this was presented to the November board meeting and Student Success (Part 1) presented to the Board in October. What the Chancellor's office has asked us to do with regard to student success is to look at some prescriptive metrics—(1) course completion rates, (2) ESL and Basic Skills completion, (3) degree and certificate completion and (4) transfers. These metrics are some of the same metrics which are a part of the Institution Set Standards as well as the Student Success Scorecard. We also have the option of examining anything else related to Student Success and have chosen to look at (1) Academic/Progress Probation and Dismissal and (2) Unit Accumulation. (see Prezi-link).

Larry described how the data coordinates with the Goals and Activities, also explaining that the next step is to develop intervention and address issues of access. As part of the Intervention aspect, we will be developing outreach activities to address underserved areas as identified through data collection. **Student Services is working with other, such as the ESL department, to develop** Members of the ESL department **are looking at a comprehensive education outreach** plan not only to address the underserved but to also enhance enrollments from all areas to include veterans, foster youth and low income

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students. The Student Equity Plan allows us to bring multiple areas of effort (Veterans Center, TRIO, EOPS, Cal WORKS and ESL, etc.) already being done for which we can now obtain credit for and leverage funding. MPC receives \$330,000 this year and hopefully will continue receiving this on an annual basis. The Counseling Department will take the lead on the Academic/Dismissal and Probationary process. We will need to develop other components – interventions to address any identified disproportionate impact and include expected outcomes ~~disproportionate, expected outcomes~~, an evaluation component and budget portion.

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***This Student Equity Plan will come forward to College Council Dec. 9 for action.***

**Discussion Items:**

**d. Planning and Resource Allocation Process-** No discussion.

**5. Meeting Calendar:**

- a. Next meeting December 9, 2014
- b. January? Or defer to Feb 10, 2015?

**6. Campus community comments**

***Items for future meetings:***

- Auditing courses: exploration of opportunities/challenges
- Online student services
- Policy/process for reorganization