

College Council Minutes-DRAFT

March 24 2015

2:00 pm, Rm 216, LTC

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

Absent: Dan Fox, Dr. Tribley, Lyndon Schutzler.

Guests: Elias Kary, Catherine Webb, Rosaleen Ryan

1. Minutes:

- a. **February 24, 2015:** The minutes were approved as amended. *Fred motioned to approve the minutes and Michael seconded; the minutes were approved as amended with none opposed and two abstentions due to attendance (Kevin Haskins and Francisco Tostado).*

2. Board Policies:

3. Action items:

- a. ~~Year End Transfer (Earl Davis):~~

4. Information Items:

- a. **Social Science Program Review- Executive Summary (Elias Kary):** Elias presented the Social Science Program Review indicating that there have been many changes and a large turn over in faculty since the last Program Review.

The division has 13 departments, with 11 full-time faculty, teaching approximately 100 classes, with another 132 classes taught by adjunct faculty. The division struggled in 2012-13 with a decline in enrollment and the significant faculty turnover. The high turnover in adjunct faculty is believed to be due to the low salary offered, which makes it more difficult to offer specialized courses in various departments. Other challenges have been with technology, some of which have been mitigated through the receipt of instructional funds in Fall 2014. Enrollment for the division was 17% of the overall college FTES. Seven of the programs went from just offering an AA or Certificate to now offering AAT, bringing these programs into compliance with SB1440.

Elias provided brief highlights for each division; for details, please refer to the full Social Sciences Program Review, posted on the MPC webpage.

Administration of Justice: The full time faculty member hired has been developing new curriculum to have the program take a more legal aspect.

Anthropology: The enrollment for this program has decreased since 2008 and remained flat since 2010. The support team attributed the decline to three changes. They are: (1) changing the advisory from English 111 to English 1A, (2) change in classroom location from the lecture forum to smaller classrooms, and (3) addition of a lab course to the schedule.

Early Childhood Education: FTES production is at 78 and enrollment continues to grow partially due to state mandates; there is a need for a second full-time faculty member.

Economics: This department is currently working on their TMC. The economics program has seen an increase in students, and the department chair would like to change from a straight lecture to lecture/lab concept.

Education: This program currently offers only one stand-alone course that transfers to the CSUs and is not a complete program of study and it is believed that the mission statement for the Child Development Department is an umbrella for this stand-alone course.

Ethnic Studies: This program's enrollment has increased in the last few years. The main challenge is finding adjunct faculty to teach the ethnic specialized courses.

Gentrain: In 2012-2013 reflected the highest enrollments historically in the program. There are ongoing issues with full-time faculty teaching a non-credit course which have not yet been resolved and are undergoing discussion. Part of the discussion is to change Gentrain to a credit course, which will mean re-writing the curriculum.

Geography: As there are only two to three courses offered per academic year, the decision is to not develop a TMC at this time. This program has no full time faculty.

History: This is one department that has undergone the most changes since the last Program Review. The advisory changed from English 111 to English 1A due to the increased writing requirements. The History program has aligned with TMC, C-ID and SB 1440 requirements. The department will be offering History of California in the fall for the first time in 19 years.

Political Science: This department has seen strong enrollment growth since 2010, resulting in the largest enrollment figure in just this last semester.

Psychology: The department changed the advisory from English 111 to English 1A, and added two specialized psychology courses: biological psychology and methodology psychology. This department recruited for, and was able to hire a faculty member with specialized psychology teaching.

Sociology: There has been a dip in the number of FTEs due to the expansion in breadth of programming. Previously, courses were offered through the living room series, and the current department chair has been changing the direction back to the classroom.

Women's Studies: The program is now called Gender and Women Studies. Thanks to a three year grant, the division was able to recruit a faculty member to help make substantial changes. This program and Ethnic Studies are both trying to develop SB 440 degrees (interdisciplinary degrees) and offer them by next fall.

b. Classified Positions (Replacement):

i. Library Tech Coord. (Michael Gilmartin)

- c. 2015- 16 Update from Budget Advisory Committee (Earl Davis):** Earl reported that a significant amount of work is underway to produce a Five Year Summary document. This report will pull together information from several sources in a new format. Because it involves significant research and is a new format, great care is being taken in its production. The Budget Advisory Committee did meet on March 18 and since then, the Budget Development Packets have been sent to the Vice Presidents.
- d. Great Data Challenge (Catherine Webb and Rosaleen Ryan):** Catherine and Rosaleen led the group in discussion regarding issued as summarized in the handout. The challenge is that MPC's data are stored on many different systems such as SIS, ESCAPE, CurricUNET along with individual spreadsheets from different departments. It is difficult for the many departments who need access to data to gain that access in order to make decisions affecting projections, evaluate goals/objectives and create timely and accurate reports. It is also difficult to see the links between goals/objectives and other documents such as action plans and program reviews. Our current system does not efficiently support ease of access to data needed for tracking student success and participation in a particular discipline. Discussion is underway to consider a web based system called TracDat. TracDat provides a single interface in which users can access data relevant to their needs. This system, in addition to storing and displaying data in a consistent manner, can generate reports and allow for some data entry (such as instructor/program reflections, program review, action plans). This system is a hosted subscription at a cost ranging from \$25,500 - \$32,600 per year based on number of subscription years and a one time implementation fee of \$42,000. It was recognized that there would be data input required but that it is believed the benefit is worth the work. Colleges using TracDat include College of the Siskiyous, Shasta, Mira Costa, and Irvine Valley. More information is forthcoming.

5. Discussion Items:

- a. Education Master Plan:** Diane invited input on progress from the three operational areas. Meetings and work continue and it is anticipated that we will have progress to report on near the end of April.

6. Meeting Calendar:

- a. Next meeting April 14**

7. Campus community comments:

- Francisco (Stu. Fin. Svc) underscored the importance of encouraging students to apply for BOG waivers. His area continues with outreach efforts. Branding and uniform brochures are needed for all programs. Jeanette Haxton will generate a template using a basic format for use by different programs.

Items for future meetings:

- **Budget 101**
- **Planning and Resource Allocation Process (more discussion)**
- **Auditing courses: exploration of opportunities/challenge**
- **Policy/process for reorganization**