

College Council Minutes - DRAFT

September 9, 2014, 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, Loran Walsh, Lyndon Schutzler (non-voting), Paola Gilbert, Larry Walker, Michael Gilmartin, Stephanie Perkins, Suzanne Ammons, Walter Tribley, ASMPA Rep.

Absent: Dan Fox, Earl Davis, Lyndon Schutzler, ASMPA Reps.

Guests: Laura Franklin, Rosaleen Ryan, Catherine Webb,

1. Minutes:

- **August 12, 2014 minutes:** Approved as recorded, one abstention – Elizabeth D Mullins.
- **August 26, 2014 minutes:** Approved unanimously as recorded.

2. Board Policies: None presented.

3. Action items:

- a. **Basic Skills Initiative- End of the Year Report (*First Reading*) (Laura Franklin):**
Laura gave a recap of the Report which involves three areas – English, Math and ESL, with the following highlights:
 - The report is called an *End of Year Report*, although the latter half of the Report is a plan for the next year.
 - The Chancellor’s Office collects information from the colleges, then aggregates the data to provides one report using one set of questions.
 - The State has encouraged use of Supplemental Instruction (SI) as a “best practice” with different varieties. One example of a successful model is where Math classes in spring were offered in two eight-week classes instead of sixteen weeks. The classes included imbedded tutors who attended the class alongside students, then engaged in a “pull out” tutoring which took place at the Math Learning Center. A basic skills counselor was also available, visiting the class once a week. SI efforts were scaled up over the summer using the above example as a successful model. Data will be compiled and presented later.
 - Data Analysis- Each of the three departments use the data provided by the Chancellor’s Office Cohort Data Tracking Tool to determine where increases in student success can be identified. Each area saw some success in the more recent cohort. For English writing increases in student success could be determined. However, for English reading, data from the Cohort Tracking Tool was difficult to interpret as not all reading courses in the strand are required. Another problem with the Cohort Data Tracking Tool is that it doesn’t recognize the composition of the student population within ESL. Often DLI spouses enroll in ESL courses. Given that they are only in Monterey for a short period of time, they often don’t transfer.. These students cannot be extracted from the tracking cohort.
 - Financial Reporting- up until now, we have had 3 years of funding allocations available to us; however, as of 13-14, allocations expire after 2 years. This means that all of 12-13 and 13-14 will expire as of June 30, 2015.
 - Goals for Math and ESL were established. English declined to establish a goal, due to the issue with the cohort tracking tool and measurability. Because all

funds must be tied to goals, funds can only be applied projects that support ESL and Math instruction.

- The 2014-15 allocation will not be expended due to the need to expend previous years' funding; however, we need to report on how we plan to expend the 14-15 allocation. Note: 2014-15 funding has been reduced to \$81K from \$90K.

The BSI is largely successful due to the structure and support (tutoring). Comparatively, models which are self-directed or "work at your own pace" do not experience the same level of success.

- Mission and Values Statement (Diane Boynton):** The proposed Mission Statement and revised Value Statement were reviewed. The definition of *Life Long Learning* is being developed.

College Council recommends the Mission and Values Statement be forwarded to the Board by the President/Superintendent for its consideration and approval.

The motion was made, seconded and approved unanimously, no abstentions.

- Goals, Objectives (Diane Boynton):** There was some question as to whether or not the college's goals and objectives needed to be approved by the Board. College Council members decided that goals should be approved (by Board) for the duration (2014-20). Objectives, however, change annually, and thus are not subject to Board approval.

College Council recommends the Goals and Objectives be approved, and that the Goals be forwarded to the Board by the President/Superintendent for its consideration and approval.

The motion was made, seconded and approved unanimously, no abstentions.

4. Information Items

- Position Replacement – Sciences Lab Manager (Mike Gilmartin):** The Life Science Lab manager position was reviewed as presented.
- President's Report on Recommendations (Dr. Tribley):** Dr. Tribley reviewed the recommendations CC worked to compile in fall 2013 and provided an in-depth review of progress/status on each. Dr. Tribley explained that there is a need for a Marketing Plan, but that its focus will need to reflect new developments. Dr. Tribley explained that the District must pursue funding to fulfill the procurement of an ERP, so essential to MPC's functions. This could be accomplished by first pursuing funding estimated at approximately \$7M to purchase the ERP, then by procuring a technology bond to retire the debt. He reminded all that the Governor has decided not to support a capital bond for the Public Education System; capital bonds will therefore rely on local support. Prop. 30 revenues will be depleted by 20% as of 12/31/16 and the other 80% sunsets in 12/31/18. The Marketing Plan would need to help the college present its best fact to the community in preparation for a bond campaign.

Comments included the dismay and objection to the huge ticket price of the ERP. The high cost is believed to be directly tied to the fact that only two companies in the State

produce this much relied upon product. The following statement was requested for the record: “Do we owe it to the taxpayers to seek out an alternative (non-profit) organization which could provide a cost effective ERP?”

- c. **Shared Governance Handbook (Catherine Webb):** Catherine presented a draft of the Shared Governance Handbook and invited input as some information is listed as “ideal” in theory but practices may vary. Two areas of interest are (1) Multi-year strategic Planning and Budget Committee (role and charge). These items will be brought back for further review.
 - d. **MPC’s Resource Allocation Process - the 12 step process (Diane Boynton):** Deferred for future review/discussion.
5. **Meeting Calendar:** The next CC meeting is scheduled for **September 23, 2014**. Diane indicated future agenda items for College Council should include:
- Accreditation Steering Committee Update
 - Flex Day Program Reflections reporting from the Vice Presidents
 - Budget Committee (role and charge)
 - Annual Planning Agenda for College Council
6. **Campus community comments:**
- Wendy reported a volleyball tournament on Friday and football game on September 20th.
 - Francisco – College and Career Night is November 16 and MPC is gearing up for this event which will showcase CTE and other Academic Program.
 - Larry – 3SP Plan is due Oct. 17. This report is underway and is tied to approximately \$900K. Plans are to bring an update to College Council and receive approval to submit. The Student Equity Plan for approximately \$330K is due Jan 15 2015.
 - Diane mentioned the Guest Author Series and need for an online ticketing solution, so community members do not have to come to campus to purchase tickets. The Humanities Division has found it cumbersome to keep track of ticket sales and collect cash and checks.

Items for future meetings:

- Accreditation Steering Committee Action Plans
- Institution-set Standards
- Program Reflections Update
- Auditing courses: exploration of opportunities/challenges
- Online student services
- Online application/registration process
- Policy/process for reorganization