College Council Members: Walter Tribley, Carsbia Anderson, Celine Pinet, Steve Ma, Michael Gilmartin, Julie Bailey, Gary Bolen, Mark Clements, DJ Singh, Stephanie Perkins, Fred Hochstaedter, Elizabeth Dilkes Mullins (for Adria Gerard), Alan Haffa, Lyndon Schutzler, Loren Walsh, Paula Norton (for Amelia Converse), Kali Viker, Suzanne Ammons, ASMPC Pres. (vacant), ASMPC Rep. (vacant)

Absent: Julie Bailey, Mark Clements, DJ Singh, ASMPC Pres., ASMPC Rep.

Guests: Barbara Lee

Campus Community Comments:
- MPC's baseball team won the Coast Conference Title, the first since 1971. Steven Dorsey captured the high jump title at the Central Coast Championship and Isaiah Brown captured the 24 ft. long jump. MPC is hosting the State Golf Championships on May 13. Tennis, softball, baseball and track and field athletics are having a very good year.
- Gary reported that the VIP Group tour of the Theatre of Saturday, 4/27 was very well received.
- Alan reminded the group of the May 18th *Homeless and Hungry in Paradise* symposium hosted by MPC and moderated by Dr. Tribley. All interested in attending are encouraged to register at "mpcsymposium.org" s space is limited and likely to be well attended. The event is free, and donations are also welcome.
- Dr. Tribley updated the group with a general announcement to say that information is forthcoming relative to the college's FTES shortfall and resulting fiscal impacts to the college. The Budget Committee as a subcommittee to College Council, will be receiving the information as will the advisory groups, Academic Senate, the negotiating teams and eventually the information will go forward in more general forums. The final FTES count cannot be determined just yet, and despite several efforts to improve enrollment it appears we will fall below FTES cap for the 2nd year in a row. In planning for 2013-14, all are encouraged to (1) maintain production of FTES, and (2) direct resources towards production of additional FTES.

1) **Minutes – April 16, 2013.** Approved as recorded with one abstention.

2) **Action Items (see available handouts):**
   a)

3) **Information Items (see available handouts):**
   a) **Classified Staff Hiring Process (Barb):** Dr. Tribley invited Barbara to explain the Process as outlined in the "Blue Hands" handout. She reviewed the handout and the steps which are followed depending on several criteria:
   - Straight replacements originate from the department, obtain VP and PVP approval, then forwarded as an Information item to College Council.
   - Replacements with changes involve discussion with the division, likely involve the negotiation/bargaining units, PVP, and require 2 readings at College Council.
   - Vacant/unbudgeted positions are not tracked through HR, rather it is the division must direct the process which will be carried through the shared governance process through action plans etc.

   Reorganizations, unanticipated retirements can also trigger a reexamination of operations and bring back previously unfilled or non-budgeted positions. The Classified Replacement Request form includes criteria in connection with student learning which addresses Student Learning Outcomes.

   b) **Classified Position Replacement- ESSC Instructional Specialist (Celine):** This position was explained and presented at AAAG on April 17, and PVP. AAAG was reminded by the

Humanities Division that this area (ESSC) had given up a position to the Math Learning Center. This area serves between 1200-1300 students.

    c) **Action Plans** (Academic Affairs-continued from April 16th-Celine): AAAG discussed whether or not to prioritize the action plans, and decided they would do so if/when funding becomes a reality or materializes to some level.

4) **Accreditation Progress/Update** *standing item* **(Fred/Celine):** A smaller group within faculty (Diane Boynton, Lyndon Schutzler and others) are working together to continue to improve the faculty evaluation process.

5) **Planning and Resource Allocation Chart** *(spring 2012 recap of discussions and revisions---see minutes from April 17, May 1st & May 15, 2012):*
    a) Action Plans:
    b) Incorporate SLOs:
The Group discussed questions/concerns as summarized:
- Steps #3 - Superintendent/<u>President</u> determines planning assumptions for next fiscal year in October.
- Step #7 & 8 – this is what Budget Committee does—reaffirms revenue assumptions.
- Step #10 – Statement should read "College Council makes allocation recommendations to the President".

This draft version of the PRAP with today's update will be relabeled 4/30/2013, and will be recirculated back through the advisory groups and AS and lastly come back to College Council for final reading.

6) **Bylaws of College Council (membership terms for review):**
    a) http://www.mpc.edu/collegecouncil/College%20%20Council%20Agendas%20and%20Minutes%202011/cctermsbylawsFred%203-26-13.pdf
Alan invited questions/updated the group on the following:

1. Scope and Function of the College Council:
- #1 Scope and Function: "The College Council is the central campus body of the shared governance process for MPC. It leads MPC's Planning and Resource Allocation processes and confirms institutional support for recommendations to the Superintendent/President (S/P). It ensures that…."

It was clarified that while we have a many step process which brings a recommendation to the Board, the bylaws for College Council should address the scope and function College Council fulfills. Following discussion, the group decided against including a process which extends beyond that wherein the recommendation is brought to the President, specifically if the President is not in support of the recommendation.
- Language will be consistent to use Superintendent/President where referencing President.
- #3 Agenda: "The college council co-chairs shall establish the agenda in collaboration with the Superintendent/President." It was clarified that the agenda building process is a collaborative one supported by each area.
- Term Limits – Each group should be reviewing their membership terms after 3 years, although there is no inclination to place limits at this time.

A revised (cleaned up) version will be posted to the website for feedback from the advisory groups and College Council will review at next meeting.
A motion was made, then amended to the following:
    College Council recommends that the College Council Bylaws with highlighted changes which emphasize Student Learning Outcome and Program Reflections process, be forwarded to the advisory

groups and Academic Senate for review and feedback, before returning for action/approval by College Council.
> The motion was made, seconded, and approved with none opposed.

7) Board Policy Adoptions:

8) Meeting Calendar: May 7th, May 21st, May 28th, June? Scheduling discussion followed with these key items/issues:
- Regular May meetings would have been May 7th/21st, however, Steve will be at the ACBO May Revise meeting on May 21st, so May 28th would be advisable for the Tentative Budget's 1st reading.
- **May 14th** – Technology Plan is currently making its way around the campus, so a first reading could be scheduled this day.
  > *Background*: The group was reminded that College Council had requested information on the campus's Technology "Vision" Challenges (see recurring short listed items on agenda) which encompasses many facets within Technology (SIS, WEB, Technology Refreshment). In response, the Technology Committee began its work immediately under the direction of the new Director of I.S. The Technology Committee has done and continues to do a great deal of work to identify critical aspects of the *Draft* Technology Plan which is a ***work in progress.*** As a result, some recommendations have already materialized which will have significant budgetary implications requiring review/consensus from College Council before semester end. Therefore it is imperative that the advisory groups review the "*Draft* Technology Plan", so that College Council can review/provide consensus in accordance to the timeline.
- **May 28th – Tentative Budget- (first reading Steve returns from ACBO), and Technology Plan (2nd reading).**

  Suzanne will send e-mail to establish quorum for 5/14, and 5/28.

9) Discussion items for *future* meeting:
- **a) MPC Technology Vision/Challenges***
- **b) SIS – How well is it working (input from DOMS, end users, A&R etc.)**
- **c) Prioritizing filling of classified position (process from VPs):** *spring 2013*
- **d) Thin client / Sharepoint /Website*--***-*later spring 2013*
- **e) Reorganization (process):** *spring 2013*
- f) **On line counseling/supportive service—(LaRon or??)**
- g) **Website**
- **"c" "d" and "e" requested for spring agenda.**

  Technology Committee will report with updates.

10) Other: Next meeting May 7th
> a) **Committee Reports**