

College Council Minutes
Tuesday, September 2, 2008
2:30 p.m.
Karas Room

College Council Members: Doug Garrison, Carsbia Anderson, John Gonzalez, Michael Gilmartin, Joe Bissell, Julie Bailey, Gary Bolen, Steve Morgan, Mark Clements, Bill Jones, Brenda Lee Kalina, Stephanie Perkins, Alfred Hochstaedter, A.J. Farrar, Bernie Abbott, Lyndon Schutzler, Susan Villa, Suzanne Ammons, ASMPC Sen. Antron Williams, ASMPC VP Finance Lenz Elliot)

Absent: Steve Morgan, Bill Jones, Stephanie Perkins, John Gonzalez, Lyndon Schutzler, ASMPC Williams and Elliott

Guests: Susan Steele

Campus Community Comments: Carsbia announced the following events/activities:

- Sept 16 is Lobos Day which will feature entertainment and promotion of campus programs and services.
- Sept 17 is Constitution Day and both Social Sciences and the Library will feature a display.
- Sept 12 will be a pot-luck at 12:30 as a send off for Susan Osorio who will be leaving MPC.

1) **Minutes – August 12, 2008:** Approved as recorded with two abstentions.

2) **Information Items**(*see available attachments*):

Classified Position Requests:

- a) **HR Specialist-Classified Confidential, SC5-step A (Joe Bissell):** This position was presented and reviewed along with the attachment. This is the replacement position for Kali Viker who has accepted the Human Resources Analyst position.
- b) **Student Activities Coordinator, SC6, step A (Carsbia Anderson):** This position was presented and reviewed along with the attachment.

Education Center at Marina-schematic plans (*see attachment-update-Joe Bissell*): Joe explained that the weather in Marina tends to be windy and foggy, and the previous design would allow prevailing winds from the ocean to create a wind tunnel effect. HGHB architects revisions include the following key features as explained:

- The intent is to preserve the “Quad” design layout with buildings in a closer proximity of each other.
- Use of windbreaks to offset prevailing oceanic winds.
- Obtaining greater efficiencies by staying with one-story buildings (no stairwells, less hallway space etc.).
- Classrooms are planned to be 900 sq. ft., and some may be used as offices and other functions.
- The Multi-purpose room as a separate building will allow for sound containment.
- The Education Center will be built in phases, not necessarily becoming a duplicate of the main campus, but with efforts to deliver many of the same services.
- The objective is to maximize available square footage of the total 12,000 sq ft cap allowed.
- HGHB will prepare the drawings/plans for submittal to DSA in the next 6-8 months.
- DSA will spend approximately 6 months to review/approve the plans.
- The infrastructure is in place and the CEQA (Ca. Environmental Qualities Act) has been completed on the Ed. Center, based on the 12,000 square feet.
- Occupation is anticipated for spring 2011.

3) **Action Items** (*see available attachments*):

- a) **Administrative Support-Education Center-part time, 2nd reading (John Gonzalez):** This position was presented and reviewed along with the attachment. John explained that currently this position is the part time evening support position in Academic Affairs.

b) Budget Development Process for the District, 1st reading (Joe Bissell): Budget Committee reviewed the Budget Development Process, adding “Action Plans” as an integral component to drive and prioritize budget requests. Joe explained that the Budget Committee’s task is to identify available revenues and fiscal reserves while the Advisory Groups are to identify and prioritize action plans for their areas. Questions arose that suggested the group revisit the Planning and Resource Allocation Process (flowchart) in preparation for reviewing the Budget Development Process documents. This is planned for the next Council meeting.

4) Other:

a) Accreditation Update: Fred offered the following update:

- All chairs of the Accreditation Components will be meeting Sept 8 at 3pm in the Humanities Conf Rm.
- Faculty and staff surveys will be discussed along with possible language alterations. Included in current discussion is whether an outside source or vendor should be used to conduct a student climate survey.
- Each Standard (group) will be asked to report on the progress within their areas.

5) Other:

a) Committee Reports-

- Carsbia reported that the Enrollment Advisory Committee has their first meeting on Sept 3.
- Dr. Garrison reported that as of the opening day of fall 2008, comparative data of opening day enrollments from fall 07 indicate an increase of over 9% in both headcount and credit units of enrollment. We are meeting the needs of an increasing number of students, both on campus and at the Education Center at Marina where enrollment has doubled from spring 08.
- A.J. Farrar indicated that he has received positive feedback from the P.I.O’s (Public Information Office) recent efforts in promoting the news of scholarship recipients through the media (newspaper and television).

b) Next meeting (Sept 16)