

College Council Minutes DRAFT

November 11, 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, Maury Vasquez (ASMPC), Layth Tabbaa (ASMPC)

Absent: Dan Fox, Paola Gilbert (Jon Mikkelsen attended for Paola Gilbert),

1. Minutes:

a. **October 28, 2014 minutes** (defer to next meeting).

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

3. **Action items:**

4. **Information Items:**

a. **Replacement Position- ARC Instructional Specialist – Larry Walker:** Larry described the need for this replacement position.

b. **Faculty positions (future action needed):** Michael described the process which AAAG used to determine the top five faculty positions they would recommend to College Council from the fifteen total positions submitted. Below is the process that was followed:

- Michael notified AAAG of the opportunity to submit positions for consideration,
- Division chairs completed faculty requests.,
- Division chairs requesting faculty positions made presentations about their positions during an AAAG meeting set aside for that purpose. At the following AAAG meeting, voting was held by secret ballot. Each voting member gave five positions a ranking of 1 to 5 and the accumulated points were reflected in the *Faculty Replacement Positions for 2015-16 chart*.
- The top five positions recommended by AAAG are **Math Instructor, Spanish Instructor, Business Instructor, Nutrition Prog. Coord., and PE/PFit/Coach.**
- Michael provided FTES history for each position from 2011-12 through 2013-14 taken from the forms submitted. He reminded everyone of the importance of growing more FTES when considering these positions. He briefly commented on the FTES numbers for each position. He discussed the potential for growing additional FTES from CTE programs such as Nutrition along with the potential for funding CTE programs with new state funding for CTE. Michael described some funding possibilities including the CTE Enhanced funding program, also the AB-1070 Grant we are already participating in, the Perkins/CTE Transition funds and other funding opportunities such as career pathways grants coming up in the future. These funding opportunities are not “a given”, nor are they formula driven. MPC would need to collaborate with other regional colleges. The intent of these funds is to incentivize schools to collaborate. For example, MPC is planning to collaborate with Cabrillo and Napa on their Hospitality programs.

The above item will be an Action Item at a future College Council meeting. Fred suggested on behalf of Academic Senate that the hiring/screening committee formation be expedited in preparation and contingent on the decision to fill the positions. Diane said that we would review each of the five positions at the next College Council meeting prior to making a recommendation to the president.

Michael commented on the Counselor position (which will be categorically funding) to say that some additional information and recent developments meant that it would be brought back to AAAG for further discussion. Larry further explained the decision of going forward with hiring a tenured track position amidst changing budget information and other conditions.

The recent decision to pull the Business Position did not affect the eligibility of this position from being considered by AAAG in its prioritization of positions, so it was considered with the other positions. Dr. Tribley stated the importance of including FTES generation as a major factor in future rankings and decision making.

- c. President's planning assumptions – Walt Tribley:** Dr. Tribley described how the Planning Assumptions are intended to guide the many planning efforts. The Planning Assumptions are based on the anticipated 2015/16 budget which is preliminary to the Governor's January Budget. The assumptions are intended to guide planning and efforts in several areas. Below is a brief recap:
- 1) Planning must support the preparation/submission of the Institutional Self Study to the ACCJC and its site visit in March 2016.
 - 2) Prop. 30 provided no new funds to the District; however, it did halt the state mandated budget reductions. Most new funding has been made available for growth and towards elected categorical funded initiatives. MPC will not be able to take advantage of available growth funding and has in fact lost funding due to declining enrollments.
 - 3) Planning must maximize potential for enrollment growth. The State is going to be providing greater funding for ESL students, particularly if those students are engaged in an educational plan that leads to the completion of a degree or certificate. CSUMB has declared impaction (more students than they can serve). MPC's planning must include partnering with CSUMB by enrolling students in a 2+2 programs, by initiating a concurrent enrollment model, and in meeting service gaps that CSUMB cannot fulfill. In forming a partnership with CSUMB, we will need to align our calendar with theirs and prepare to be on their campus. We must reach out to capture more college-bound students from area high schools. CTE programs which are economically feasible should be expanded and developed. Basic Skills Instruction requires that we examine those planning practices which are effective in their assessment and course delivery to help the under-served students.

- 4) **Class scheduling:** We must drive the schedule to be more efficient and allow useful planning. The Education Center at Marina is a key strength and opportunity to increase enrollment.
- 5) **Repeatability:** MPC must increase/expand its Community Education class offerings to close the gap left by changes in repeatability.
- 6) **End deficit spending.**
- 7) **Institutional and financial stability** will require successful negotiations with the labor units. This will allow the District to better serve the students, community and employees.
- 8) **Budget Development process for 2015-16** must reflect or include anticipated budget parameters of the California community college system, including legislative guidelines and fiscal conditions as per collective bargaining agreements.
- 9) **Budget Development process for 2015-16 must reflect anticipated impact of the Affordable Care Act.** We will need to reduce/eliminate the additional cost anticipated by implementation of the Act.
- 10) **Staffing requests** will continue to be closely examined to ensure efficiency.

5. Discussion Items:

- a. **Budget Subcommittee: Charge and Role:** The current Budget Committee is fairly limited in its scope and effectiveness in that it essentially confirms available revenue and revenue projection. Council members reviewed the Draft Budget Subcommittee Responsibilities. Discussion followed and ideas were exchanged as to how the subcommittee would collect, distill and contextualize the required information into an effective budget packet (tool). Michael described how the budget packets could then be used as a tool by design to connect our planning process with our goals and objectives to inform budget development. In this method, the budget process becomes the vehicle to not only allocate the resources we have, but also to identify how additional resources could be allocated. This would clearly demonstrate our ability to implement a planning process, which not only effectively ties together planning and available resources, but also provides preparation for additional and potential funding opportunities based on identified needs.

Earl indicated his support of the efforts put forward to revise and revitalize the role and function of the Budget Subcommittee. He underscored the importance of having the Budget Subcommittee present and distribute the budget packets followed by ongoing updates from the State throughout the budget development process until the Adopted Budget is approved. The Adopted Budget sets the tone and represents how the District prioritizes its needs and its use of resources for the year. Afterwards, the Adopted Budget is subject to change and continues to be dynamic.

Diane suggested we move the Budget Subcommittee discussion to an Action Item for next meeting.

- b. Planning and Resource Allocation Process:** Catherine presented two documents: *DRAFT- Annual Planning Resource Allocation Calendar* which charts out planning, program review, and budget activities along their respective timelines. The chart demonstrates where activities line up and overlaps exist. For example, when the first draft of this chart was done, it became apparent that Annual Action Plans were due **after** the first draft of the Budget Packets. Based on this realization, the SLO/Accreditation Committee recommends that Action Plans be completed during Spring Flex Days (in lieu of spring Program Reflections) to allow budget-dependent action items to enter planning discussions earlier in our cycle. Next, she explained the document *Planning Activities titled: PART 1 and Part 2*. This document outlines how the activities in the process fall into two broad categories: (1) *Gather/Evaluate Information to inform Planning Discussion* and (2) *Allocate Resources Based on Prioritized Areas of Need*.

Discussion about re-organizing and simplifying the description and sequence of our current planning process followed.

6. Meeting Calendar:

- a. Next meeting: November 25, 2014
- b. December meeting: December 9, 2014

7. Campus community comments:

- Fred reported that the SLO Accreditation Committee recommended and both AAAG and the Academic Senate have endorsed the idea that we not hold Program Reflections at Spring Flex days. Instead, it is recommended that we complete Annual Program Review Updates and Action Plans at that time in order to support the budget development process in its respective timeline.
- Francisco reminded all of the upcoming College Career Night (Nov 17th). He indicated that there appears to be much interest from area high schools.
- Larry reminded all of the Student Center Grand Reopening of November 17th.

Items for future meetings:

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