



**COLLEGE COUNCIL MEETING MINUTES**  
**Thursday, December 20, 2007**  
**1:30 – 3:30 P.M. – Building 22, Room 114**

**Members Present:** Sue Eftekhari, Sara Harmon, Linda Hayes, Debbie Joy, Joan Murphy, Jonna Pounds, Anniqua Rana, Lesli Sachs, Katie Townsend-Merino, Ron Trugman, Terry Watson

**Ex-Officio:** Thomas Mohr – President, Martin Partlan – Academic Senate President

**Members Absent:** Linda Allen, Daniel Arias, Juan Arias, Emmanuel Caballero, Enedina Chavez, Erica Valencia, Miriam Vazquez

**Guests:** Ronda Chaney, Jeanne Gross, Robert Hood, Vickie Nunes, Dave Patterson, Rita Sabbadini, Bart Scott, Maggie Souza, Nancy Wolford,

AGENDA ITEM	CONTENT	PRESENTER
1) APPROVAL OF MINUTES OF DECEMBER 6, 2007	The minutes were approved as amended.	Debbie Joy & Ron Trugman, College Council Co-Chairs
2) BUSINESS I. Basic Skills Initiative Final Report	<p>Basic Skills Task Force Final Report was presented and reviewed. Task Force proposes cohort “Crossing Borders” to be implemented in Fall 2008. Estimated budget figures for this proposal include:</p> <p><b>Committed Funding</b>            \$85,000 –\$12,000 for 6 Student Learning Assistants,            \$30,000 for PT Counselor            \$22,000 for 2 Instructional Aides            \$9,000 for Stipend for BSI Coordinator-Fall 07, fund 1 SOTL scholar)            \$12,000 funding for 1 SoTL Scholar</p> <p><b>Proposed Funding from Basic Skills Initiative</b>            \$66,000 – FLC for Crossing Borders (beginning Fall 2008)            \$100,000 – full time Counselor 100K work in classroom (categorical) – fall 2008            \$24,000 – BSI Coordinator (6 units) beginning Spring 2008            \$30,000 – Funding for professional development inclusive of staff and adjunct faculty            \$20,000 – four ambassadors 20K (Spring 2008)            \$6,000 – SOTL (half scholar funding)(Spring 2008            \$20,000 – Funding for Bridge Program</p> <p><b>Basic Skills Estimated Costs total to \$266,000.</b></p>	<p>Anniqua Rana, Basic Skills Task Force Co-Chair</p> <p>Marilyn McBride, Vice President of Instruction</p> <p>Thomas Mohr, President</p>

<p>II. Block Scheduling</p>	<p>A motion was made to accept the proposed Basic Skills Budget. Member agreed by consensus.</p> <p>Informed members that Canada has been discussing the possibility of implementing Block Scheduling which provides longer teaching periods for faculty with less lecturing and more interaction with students. Block Schedule models for Humanities &amp; Social Science and Science &amp; Technology were presented and reviewed.</p>	<p>Marilyn McBride, Vice President of Instruction</p>
<p>III. Hiring Recommendations</p>	<p>Informed members that the hiring process should be coherent and transparent, broadly based, data driven, criteria referenced, and done in way where someone is accountable. Criteria President Mohr used in making his hiring decision included:</p> <ul style="list-style-type: none"> <li>• the level of service to students</li> <li>• academic and personal needs of students</li> <li>• level of academic growth</li> <li>• what is the workload and importance of task</li> </ul> <p>President Mohr’s decision for Faculty and Classified Staff hires for the 2008-2009 fiscal year are:</p> <ul style="list-style-type: none"> <li>• 1 full time Counselor</li> <li>• 1 full time Health Science instructor</li> <li>• 1 full time P.E. instructor &amp; Women’s Soccer</li> <li>• 1 full time Librarian</li> <li>• 1 60% Enrollment Services A &amp; R Assistant III</li> <li>• 1 60% Instructional Aide II for Learning Center</li> <li>• 1 60% Instructional Aide II for Fashion Design</li> </ul> <p>The cost for the faculty positions is \$297,508. Cost for Classified positions is \$84,758.40.</p>	<p>Thomas Mohr, President</p>
<p>IV. Update on Buildings 5, 6, &amp; 8 Renovation Projects</p>	<p>Remodeling plans for Buildings 5, 6, and 8 were reviewed. Project is expected to be completed in approximately one year.</p> <ul style="list-style-type: none"> <li>• Plans for Building 5 include: <ul style="list-style-type: none"> <li>- New exterior elevator outside quad level to cafeteria</li> <li>- Health Wellness Center in DSPS and ASCC Club Room area</li> <li>- Learning Center area will include 3 classrooms 800 to 900 square feet each, faculty offices, Central Duplicating, and restrooms upgraded</li> </ul> </li> <li>• Plans for Building 6 include: <ul style="list-style-type: none"> <li>- Library will be made into a multipurpose assembly area and two classrooms. Restrooms will also be upgraded</li> </ul> </li> <li>• New elevator shaft to replace current elevator for Building 5 and 6</li> <li>• Plans for Building 8 include: <ul style="list-style-type: none"> <li>- Remodel of 1<sup>st</sup> floor with offices and conference room</li> </ul> </li> </ul>	<p>Alex Acenas &amp; Jennifer James, Project Coordinators SMCCCD Construction &amp; Planning</p>

<p>V. Program Services Coordinator CBET – Assignment Change to Staff Assistant</p>	<p>- Meeting Room and restroom on 2<sup>nd</sup> floor of Building 8</p> <p>In requesting our Human Resources Department to post the CBET Program Services Coordinator position, the Humanities Division Office was informed that the duties described in the job description for the CBET Program Services Coordinator were for the position Staff Assistant. Human Resources Department has made a request to the Labor Management Council to reclassify this position from CBET Program Services Coordinator to Staff Assistant. If the Labor Management Council approves the request, the position will be presented for approval to our Board of Trustees at one of their January meetings. While we are waiting to hear back from the Labor Management Council, a substitute has been hired for the position CBET Program Services Coordinator at a Step 1. All members agreed by consensus to support moving forward with the reclassification of the CBET Program Services Coordinator to Staff Assistant contingent on the approval of the Labor Management Council.</p>	<p>Katie Townsend-Merino, Dean of Humanities &amp; Social Science</p>
<p>3) PLANNING &amp; BUDGET UPDATE</p>	<p>Discussed direction of the Hiring Process for College. Also reviewed final report, budget, and recommendation from the Basic Skills Task Force.</p>	<p>Joan Murphy &amp; Martin Partlan, Planning &amp; Budget Co-Chairs</p>
<p>4) SENATE UPDATES</p> <p>Academic Senate</p> <p>ASCC</p> <p>Classified Senate</p>	<p>Informed members that Lezlee Ware – Treasurer and Kate Schertle – Secretary resigned their positions from Academic Senate. At their last meeting had a long discussion on Block Scheduling.</p> <p>No report</p> <p>Last meeting was cancelled. Thanked everyone for supporting their Holiday Basket raffle fundraiser.</p>	<p>Martin Partlan, Academic Senate President</p> <p>Joan Murphy, Classified Senate President</p>
<p>5) DIVISION UPDATES</p> <p>Business, Workforce &amp; Athletics</p> <p>Humanities</p> <p>Science &amp; Technology</p> <p>Student Services</p>	<p>Home Basketball game vs. Cabrillo College tonight at 7 p.m. Middle College student Hassany Alejandro gave a presentation at the annual American Geophysical Union fall meeting after spending the summer building insulation for a NASA spacecraft.</p> <p>No report.</p> <p>Division has moved out of Buildings 16 and 18 and relocated to Buildings 5, 9, 20, 21, and 22.</p> <p>Planning a Division Retreat for February 29<sup>th</sup>. Division holiday party will be on 12/13.</p>	<p>Ron Trugman</p> <p>Martin Partlan</p> <p>Lesli Sachs</p>

<p>6) MATTERS OF PUBLIC INTEREST</p>	<ul style="list-style-type: none"> <li>• Paychecks are available tomorrow – December 21<sup>st</sup>.</li> <li>• University Center Open House for Spanish Interpretation Program on January 8 at 6:00 p.m. in 22-116.</li> <li>• CSUEB Information Meeting on February 6 &amp; 7 at 7:00 p.m. in Library to review Health Science Bachelor Degree.</li> </ul> <p>Frank Young is recuperating but will not be teaching in the Spring Semester.</p> <p>RWC Planning Commission Meeting on January 8<sup>th</sup> at Canada to discuss Faculty/Staff Housing Project</p>	<p>Vickie Nunes</p> <p>Jeanne Gross</p>   <p>Katie Townsend-Merino</p>
<p>7) ADJOURNMENT</p>	<p>The meeting was adjourned at 3:40 p.m.</p>	<p>Debbie Joy &amp; Ron Trugman, College Council Co-Chairs</p>