

**CAÑADA COLLEGE COUNCIL MINUTES**  
**December 2, 2004, 1:30 – 3:30 P.M. in Building 22, Room 114**

**Members Present:** Kate Browne, Margie Carrington, Daniela Castillo, Linda Choi, Kuni Hay, Linda Hayes, Ray Lapuz, Isabel Morelos, Lesli Sachs, Bart Scott, Javier Urena, Terry Watson,

**Ex Officio:** President Rosa Perez, Academic Senate President Dick Claire

**Members Absent:** Kim Autrey, Michael Blackey, Dianne Eyer, Rashad Hasan, Brian Horwitz, Bart Scott, Blanca Ventura

**Guests:** Regina Blok, Kristin Cikowski, Anne Daley, Linda Da Silva, Patty Dilko, Bob Domenici, Jeanne Gross, Robert Hood, Peggy Lew, Phyllis Lucas-Woods, Meredith Marschak, Marilyn McBride, Diane McLean-Ramirez, Stephanie O'Brien, Melissa Raby, Diane Rogers, Rita Sabbadini, Rick Sapanaro, Maggie Souza, Nancy Wolford

**Meeting Called to Order:** 1:30 P.M. by Co-Chair Margie Carrington

CONTENT	PROCESS	WHO
	Before the meeting began, President Rosa Perez introduced Peggy Lew, our new College Business Officer and thanked Bob Domenici for all his work in the Budget Office since he has been at Cañada this year.	President Rosa Perez
<b>1) APPROVAL OF THE MINUTES 10/21/04 Meeting</b>	Motion made to approve amended minutes Seconded	Terry Watson Lesli Sachs
<b>2) BUSINESS</b>		
<b>I. Report on Instruction Equipment Needs Submitted</b>	A report was presented along with handouts for 2004-05 Instructional equipment requests. Before giving the report, Vice President McBride acknowledged Kathy Blackwood, CFO for our district, for her support in helping us meet our needs. Instructional equipment requests totaling \$236, 331.73 were funded: <ul style="list-style-type: none"> <li>• Paid from Instructional Equipment dollars &amp; TTIP \$131,192 (for computers)</li> <li>• Lottery dollars \$102,916.55 for Priority 1 requests</li> </ul> A motion was made and seconded to accept this report.	Vice President of Instruction Marilyn McBride  Terry Watson Ray Lapuz
<b>II. Facility Updates (introduction of furniture palette)</b>	A presentation was made by Linda Da Silva, Meredith Marschak, Diane Rogers, Anne Daley, , Diane McLean-Ramirez, Stephanie O'Brien, and IVPSS Phyllis Lucas-Woods on the campus color palette to include paint, furniture, finishes and carpeting. <ul style="list-style-type: none"> <li>• Linda Da Silva spoke of the importance of good decisions being made in the design process and that they be aligned with our College's instruction mission. A task force with representation from our District Office (Linda Da Silva), Noll &amp; Tam (Meredith Marschak/Diane Rogers), Swinerton Management &amp; Consulting (Anne Daley/Diane McLean-Ramirez), Dove-Tail Decision</li> </ul>	Linda Da Silva, Meredith Marschak, Diane Rogers, Anne Daley, Diane McLean-Ramirez, Stephanie O'Brien, Phyllis Lucas-Woods

<p><b>III. Budget &amp; Planning Committee Recommendations</b></p>	<p>Consultants (Stephanie O'Brien), and Cañada (Phyllis Lucas-Woods) was put together to come up with a color palette for our campus. Things to consider in the decision-making for this project are durability, sustainability, manufacturers support, timelessness, daylight, and colors.</p> <ul style="list-style-type: none"> <li>• Diane McLean-Ramirez spoke of the process for the overall palette for our campus – taking colors around the campus/what is already there-natural things/pulling them into palette; expand the palette for Building 9 into future projects; paint color will be bone on most walls along with an accent wall color for special areas/granite counter tops/door finishes/fabric/ bathroom colors</li> <li>• Stephanie O'Brien spoke on the furniture selection. Performance criteria to include: durability /maintenance/flexibility/timeless look/finishes/ readily available for long period of time</li> <li>• Phyllis Lucas-Woods commented that the colors are warm, rich and inviting. She also mentioned the importance of everyone viewing the boards and commenting on the choices.</li> </ul> <p>The boards with the color palettes/finishes/carpeting will be on display in the Main Theater foyer through December 17 along with survey forms, and a drop box for the completed survey forms. Faculty and staff are encouraged to view the boards and give their input on the survey forms. The forms will be collected and evaluated. The last step in this process will be to present the boards to our Board of Trustee for their response.</p> <p>Motion made and seconded to accept this report and move forward in showing the color palette boards to the campus</p> <p>At their last meeting on November 30, the committee discussed and decided to move forward with the Interim Dean of the University Center &amp; Academic Support Services position.</p> <p>Also discussed Classified positions - staffing needs to be evaluated in early spring based on similar process used for faculty.</p> <p>Discussed State budget – allocation model is the same as before giving a baseline budget which is about what we receive. Our growth is tied to basic aid.</p> <p>Dick also reviewed the committee's full-time faculty recommendations presented at the last College Council</p>	<p>Terry Watson Javier Urena</p> <p>Dick Claire, Budget &amp; Planning Chair</p>
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<p><b>IV. Dean of Student Advancement for the San Mateo Coastside</b></p>	<p>meeting and noted that a vote should have been made on the Business &amp; Workforce Development recommendation of 1 full time faculty position for ECE in the event a contemplated retirement takes place in that position (5+1). As this was not done, Dick Claire made this recommendation to College Council. A motion was made and seconded in the event of a full-time faculty retirement in the ECE Department, the College move forward in finding a replacement for that position.</p> <p>President Perez reported that our Board of Trustees would like to explore expanding our district's programs on the coast-side while at the same time look at the programs currently available. The Board has created the position of Dean of Student Advancement which will help promote the development of programs for the Latino community on the coast. The expected outcome of this project would be to establish a permanent presence on the coast for the SMCCCD. The position will fall under the direction of the President of Cañada College and be funded by the District Office. The Board feels that this position would be best suited at Cañada since we currently have programs/classes on the coast-side (ELE, ESL, Promotores) that are successful along with a community relationship. Rosemary Ybarra-Garcia has been assigned to this new position which will begin January 3, 2005.</p>	<p>Javier Urena Ray Lapuz</p> <p>President Rosa Perez</p>
<p><b>3 SENATE UPDATES</b> <b>Academic Senate</b></p> <p>ASCC</p> <p>Classified</p>	<p>Dick recognized Linda Choi, ESL Coordinator, for her contribution to Cañada and wished her well in her new endeavor.</p> <p>Academic Senate met yesterday and discussed:</p> <ul style="list-style-type: none"> <li>• Review of Math &amp; English requirements were postponed at the last plenary session. This subject will be discussed at a meeting in early spring at Cañada.</li> <li>• Part-time tenure preferences in the selection process –not supported</li> <li>• Accelerated Tenure Options – not supported</li> </ul> <ul style="list-style-type: none"> <li>• Posada on 12/8 at noon hosted by ASCC and Young Latino Leaders</li> <li>• ASCC will be giving \$10,000 toward the Martin Luther King, Jr. celebration</li> </ul>	<p>Dick Claire, Academic Senate President</p> <p>Isabel Morelos</p>

	<ul style="list-style-type: none"> <li>• Met last Wednesday reviewed “Mutual Respect Policy”</li> <li>• Discussed Retreat at the last meeting</li> <li>• Holiday Baskets are on display</li> </ul>	Terry Watson
<b>4) DIVISION UPDATES</b>		
<b>Business</b>	<ul style="list-style-type: none"> <li>• Athletics – Men’s Soccer came in third; Women’s Volleyball came in third and three volleyball players made All Conference</li> </ul>	Linda Hayes
<b>Humanities</b>	<ul style="list-style-type: none"> <li>• Chuck Carlson is the temporary replacement for Jennifer Helton while she is on maternity leave.</li> <li>• Baby Shower was given for Jennifer Helton</li> <li>• Linda Choi is leaving having taken a position with a community development firm in Thailand.</li> </ul>	Linda Choi
<b>Science &amp; Technology</b>	<ul style="list-style-type: none"> <li>• Evaluation of faculty going through the tenure process.</li> <li>• Nursing Program Open House 12/8, 5 P.M. in Nursing classroom</li> </ul>	Ray Lapuz
<b>Student Services</b>	<ul style="list-style-type: none"> <li>• Jacquelyn Holley has just started as the new Staff Assistant for Counseling &amp; Enrollment Services.</li> <li>• Thuy Trang has been hired to fill the Counseling position in the Counseling Center and will begin on January 3.</li> <li>• Process has begun in looking for someone to fill Financial Aid Tech which will be state funded through BFAP (Board Financial Assistance Program)</li> <li>• Noonan Villanueva resuming position as Faculty Coordinator of EOPS.</li> <li>• DSPS – Learning Disabilities assessment will be available in Spanish beginning 1/4/05. A waiting list has already been started.</li> <li>• Blood Drive on 11/16 &amp; 17 was successful with 75 donors – 24 of the donors were athletes – very few faculty/staff.</li> </ul>	Lesli Sachs
<b>5) MATTERS OF PUBLIC INTEREST</b>	<ul style="list-style-type: none"> <li>• Calendar Date – May 27, 2005 Commencement</li> <li>• Enrollments for the Spring Semester strong with some classes closed. The culture of our student body is changing with students registering early for classes.</li> </ul>	Regina Blok
<b>ADJOURNED AT 3:30 P.M.</b>	There will be no College Council meeting on December 16.	Co-Chair Margie Carrington