

COLLEGE OF SAN MATEO  
**College Council Meeting Summary**  
December 1, 2004

*Meetings of the College Council are open to all members of the campus community*

**Members Present:** Linda Avelar, Diana Bennett, Joyce Berghoff, Tom Diskin, Patricia Griffin, , Mike Habeeb, Shirley Kelly, Mike Mitchell, Brittany Ng, Annette Perot, John Smith, Grace Sonner. **Members Absent:** Shannon Chan, Chris Eden, Tim Karas, Skeet McGinnis

**Review of the Agenda**

No changes were made.

**Review of the Meeting Summary of 11/17**

No changes were made.

**Facilities Update**

Jose Nunez of District Facilities and Karen Freeman of Swinerton, provided a summary of work completed, work in design, work in progress and proposed projects for bond phase 2. Work completed to date includes: phase I infrastructure projects, Building 19 classroom renovation, athletic facilities projects, swing space for various labs and the installation of a co-generation unit. Work in design stage includes: buildings 1/5/6 retrofit and modernization, Building 9 KCSM TI, fire pump upgrade, athletic facility restrooms, press box and storage facilities, and temporary space for 1/5/6. Work in progress includes: the new science building, Building 18 retrofit and modernization, athletic field updates (baseball field, new track surface, softball scoreboard, phase II infrastructure upgrades, campuswide fire alarm system, energy efficiency solutions, and ADA transition plan. There are many additional proposed projects that will go unfunded without a second bond; the board has authorized the Chancellor to hire a contractor to canvas the public to determine its level of support for a second bond.

**Program Review for Instructional Programs**

Grace Sonner summarized the program review document for Council. She reported that 61 of 66 programs completed annual program reviews, which has become a more streamlined process. Tom Diskin mentioned that accounting is the pilot program for the comprehensive program review process which will be required of programs every four years. Council was reminded that program review information is used to determine new full-time faculty positions and instructional equipment allocations.

**Announcements**

- \*\* A representative from UC Santa Cruz will be on campus on Dec. 8 to speak with students about the Pister Scholarship.
- \*\* A flyer publicizing the new format for Career & Life Planning classes was distributed.
- \*\* The horticulture and floristry departments' holiday sale is December 9 and 10.
- \*\* The campus holiday party is December 8.

Next Meeting and Facilitator: February 2; John Smith

*Submitted by Valerie Anderson*