

COLLEGE OF SAN MATEO
College Council Meeting Summary
February 16, 2005

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

Members Present: Linda Avelar, Mike Claire, Tom Diskin, Chris Eden, Patricia Griffin, Mike Habeeb, Tim Karas, Mike Mitchell, Annette Perot.

Absent: Diana Bennett, Joyce Berghoff, Shannon Chan, Shirley Kelly, Skeet McGinnis, Brittany Ng, John Smith.

Review of the Agenda

Deleted "Student Equity Plan"

Review of the Meeting Summary of 2/2/05

No changes were made.

Outcomes Assessment

Sandra Comerford, coordinator of student learning outcomes and assessment, explained that CSM will be establishing student learning outcomes (SLOs) at the course, department and institutional levels for the purpose of educational improvement. She announced two upcoming events which will initiate dialogue on SLOs: March 1, the College will host an open forum which will be a brainstorming session with all constituent groups; and on April 1 there will be a hand's on workshop for faculty to begin to develop course SLOs.

Strategic Planning Committee Update

Mike Claire summarized the work of the committee: the revised mission statement will replace the previous version in 20 posted locations throughout campus in print materials and on the website; he is working with the PR/Marketing office to develop the graphic model that represents the strategic planning process; and the committee is continuing to look at other colleges' strategic plans, including several from out-of-state. He presented a draft of the college's goals for 05-06 and explained that they include six current goals that we continue to work on, with the addition of a seventh goal on assessment. He asked Council members to share the draft with their constituencies and bring comments to the next meeting on March 2.

Budget Subcommittee Update

Virgil Stanford reported that Kathy Blackwood, district CFO attended the meeting to provide updated information on the State Budget. The district has not received a response from County Counsel whether we will be held harmless for not receiving general apportionment from the state. If the decision from the county controller does not favor us, it could result in a significant deficit factor. Other factors that will impact our budget include union negotiation agreements, which are still ongoing, and the loss of ERAF funds and property tax revenue. The committee will meet again on March 14.

Minimum Standards for Faculty Computers

Tim Karas presented a Statement of Need for Faculty Computer Replacement & Minimum Standards prepared by the Technology Advisory Committee which states that there are 200 outmoded CSM faculty computers that are significantly below the district minimum standards. He also distributed a draft of a document developed by the District Instructional Technology Council, "Minimum Standards for SMCCCD Faculty & Administrative Computers", which

recommends specific minimum equipment standards for running current software. The next steps for the Committee include developing criteria to prioritize an inventory list and establish an order of replacement and to create a central account for purchasing computers from several funding sources.

Announcements

- ** Three student names were forward to UCSC as semi finalists for the Pister scholarship.
- ** Nursing Major Day is scheduled for 2/24 and Business Major Day will be held 3/2.
- ** The deadline to apply for scholarships has passed and there is more scholarship money every year to be distributed.
- ** On May 7, the electronics department will sponsor a Satellite symposium featuring speakers from around the world.
- **The Associated Students will participate in Advocacy Day to meet with State legislators, in lieu of the March in March.

Next Meeting and Facilitator: March 2; Skeet McGinnis

Submitted by Valerie Anderson