

COLLEGE OF SAN MATEO

College Council Meeting Summary

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

Meeting of February 6, 2008

Members Present: Jeremy Ball, Mike Claire, Tom Diskin, Susan Estes, Fauzi Hamadeh, Jennifer Hughes, Matt Kaidor, Daniel Keller, Bev Madden, Kathy McEachron, Roger Nishimoto, Eileen O'Brien, Alex Quintana, Annie Theodos, Andreas Wolf

Members Absent:

Review Meeting Agenda:

Moved Accreditation Recommendations to item #3 and Educational Master Plan to item #4; the lead on Budget Subcommittee Report was changed to Mike Claire in Virgil's absence.

Review of the Meeting Summary of 11/7

Matt Kaidor's name was deleted from the Members Present.

Accreditation Recommendations

Mike Claire reported that the college received the official letter from the AACJC and indicated that CSM has been placed on warning status. The college maintains its accreditation during this period; however, this action will accelerate the college's timeline for responding to the accreditation recommendations. Following today's meeting, Mike will send an all-CSM email informing the college community about the commission's action and accompanying recommendations. Susan Estes, the college's accreditation liaison officer, reviewed the self study process and indicated that as part of the process, we identified our own set of recommendations for improvement, many of which were among the visiting team's recommendations. She summarized the recommendations that we need to address for the next accreditation cycle, some of which are currently underway and others that need to be formalized or expedited. The college is required to file a first progress report in October 2008 and will have a visit by commission representatives at that time. A second progress report will be due in October 2009. The report will be made available on the college website:

www.collegeofsanmateo.edu/accred_rec

Educational Master Plan Update

Andreas Wolf, co-chair of the Educational Master Plan (EMP) committee reported on the progress to date. The committee has created and is using a SharePoint site to compile supporting documentation while developing the plan. It is in the process of fact-finding and exploring other community colleges' EMPs. Based on this information being collected and reviewed, the committee is developing a template with various elements from other plans that best meet the needs of the CSM community and one which creates a flow and feeds into other plans.

Construction Planning Update

Mike reported that the executive facilities committee has been formed to create a transparent process with regard to campus wide facilities issues; it consists of Cabinet members, the Academic Senate

president, a student and a classified employee. The role of this group is to make decisions of a global nature. It will be the role of the end user groups to make decisions for specific work and learning areas. End user meetings are currently underway for Buildings 10N and 6N. Construction will begin in June for both new buildings. Phase 1 of Building 16's renovation has been completed; phase 2 will include an elevator, remodeled restrooms and lobby. Buildings 2, 4 and 14 are current shutdown for facelift improvements.

Budget Subcommittee

Mike reported that the governor's preliminary budget calls for significant reductions across-the-board, including all segments of education. We will continue to monitor news about the state budget as it becomes public. The good news for CSM is that we did not have to reduce any sections this year which allows the college to put resources in areas of student needs and resulted in a slight increase in total teaching FTE. Mike reminded Council that the district transferred \$1 million to CSM to balance the current year's college budget. At the budget subcommittee meeting, the group discussed two recommendations from Cabinet to redirect resources resulting from three vacant classified positions to two positions that could boost enrollment: web site designer and recruiter. These positions are currently funded by FTES growth funds and this change will make them permanent full time positions. Mike will be sending an email about the state of the college budget very soon.

Announcements

**A flyer was distributed about the Work, Intern, Network Internship Program sponsored by the Career Development Center.

**The new smoking designated areas are in effect and smokers are cooperating with the change.

Submitted by V. Anderson