

COLLEGE OF SAN MATEO  
**College Council Meeting Summary**  
March 17, 2004

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

**Council Members Present:** Candice Alfaro, Joyce Berghoff, Tom Diskin, Patricia Griffin, Mike Habeeb, Tim Karas, Mike Mitchell, Annette Perot, Martha Tilmann, Henry Villareal.

**Members Absent:** Tania Beliz, Chris Eden, Jason Heblack, Shirley Kelly, Charles Lee, Grace Sonner

**Review of the Agenda**

Added an agenda item, "Fees," and placed it ninth on the agenda.

**Review of the Meeting Summary of February 18, 2004**

**Learning Communities**

Council heard a presentation about the progress of learning communities at CSM from Mike Burke, Jeremy Ball, Jean Mach and Elaine Burns. Mike described the concept of learning communities, how they are structured and gave a brief history of learning communities at CSM, which began in the early 90's. Due to a learning communities grant administered by DeAnza College, a new learning community program began at CSM four years ago. In fall 2003, four learning communities were offered followed by three in spring 2004. Since the CSM model has application for many areas on campus, Mike and his colleagues are currently working on expanding the offerings throughout campus. Despite the recent success, the one area of difficulty has been recruitment of students.

**Budget Subcommittee Report**

Mike Habeeb reported that since minimal information has been forthcoming from the State, there are no new developments since the last report to Council. The next Budget Subcommittee meeting is scheduled for 3/22.

**College Goals, 2004-05**

Council reaffirmed last year's College Goals for 2004-05 with new action steps.

**Strategic Planning Committee Report**

Valerie Anderson reported that the committee reviewed the college's three strategic planning documents: mission, vision and values statements, to determine if they need updating. The committee agreed that the college's new focus on outcomes assessment and the mention of the four main functions of the college (transfer, occupational, retraining and basic skills education) be added to the Vision Statement. Council discussed the new additions and made suggestions to the wording.

Council also reviewed a first draft of the proposed action steps for the 2004-05 College Goals which had been prepared based on Council's input. At the next Strategic Planning meeting, the committee will further refine the Vision Statement changes and action steps and bring a second draft to Council on April 8.

**March in March Report**

Jessica Mercado, a member of the Associated Students, reported that CSM sent 250 students to Sacramento to participate in the March in March rally. Several of the student body officers met with local legislative staff. Council congratulated the students on a successful event. Each Council member received a t-shirt from the event.

### **Enrollment Report**

Henry Villareal gave a summary of the spring census enrollment. All colleges are down: Skyline -9%, Canada - -2% and CSM – 3%, and overall, district wide enrollment is down nearly 5%. The greatest decline is in evening enrollment, which can be attributed in part to the number of evening sections that have been cut.

### **Fees**

Pat Griffin and Candice Alfaro informed Council about several pending fee changes: the student body fee would be increased from \$5 to \$8; the fee for an official transcript increases from \$3 to \$5; a “rush” transcript fee will be \$10; and the health services fee will increase from \$9 to \$10 for summer and from \$12 to \$13 for fall and spring semesters. The increase in the enrollment fee, determined by the legislature, will not be known until summer or fall.

### **Announcements**

\*\*April 1 is Psychology Major Day, hosted by the Transfer Center

*Submitted by Valerie Anderson*