

# COLLEGE OF SAN MATEO

## College Council Meeting Summary

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

**December 2, 2009**

**Members Present:** Diana Bennett, Mike Claire, Dean Drumheller, Susan Estes, Jennifer Hughes, Mohsen Janatpour, Eileen O'Brien, Alex Quintana, Annie Theodos, Huy Tran, Andreas Wolf

**Members Absent:** George Frias, Jose Gomez, Michael Mitchell, Steffi Santana

**Review Meeting Agenda:** Added "Construction for Parking Lot"

**Review Meeting Summary of 11/4:** No changes were made.

### **Smoking Task Force Recommendations**

Jennifer Hughes presented the task force's recommendation that smoking be limited to parking lots only. She explained that this is a logical next step and consistent with policies of other local colleges that have adopted a similar restriction or totally banned smoking. Limiting smoking to parking lots is not viewed as a huge imposition as all of the college's buildings are accessible to parking lots; the only problem would be the lack of protection in rainy weather. The task force also recommended that the policy be implemented in fall 2010 to allow sufficient time to develop and launch a communication plan and prepare for signage. The recommendations were approved by consensus. Updates regarding the new policy will continue to be brought to College Council.

### **Budget Update**

Mike Claire reported that earlier this week, a final all-college budget meeting for the semester was held. He outlined where the college currently stands and the outlook for next year. With \$1.5 million saved from managed hiring and \$700,000 from the savings from the year-end balance, the college has \$1.1 million left in savings. Only low enrolled classes were cut for fall and spring and there are no plans to cut additional classes unless they are under enrolled. He commended the Academic Senate for its work in crafting the specific recommendations to curriculum adjustments which resulted in a better plan that focuses on breadth over depth. These measures will get the college through next year with an ending balance. However, in spring, we need to begin a process for re-shaping the college for the future. We are looking at various fund raising efforts that include Amazon.com and eScrip. Mike will be sending an all college email which summarizes the budget discussions and student forum.

### **Textbook Rental Program**

James Peacock, CSM's bookstore manager, summarized the textbook rental program. He reported that CSM currently offers 15-20 titles for rent (which is not as many as our sister colleges) and it serves about 190 students each semester. He explained, to be eligible for rental, books must be used for core classes leading to a degree, certificate or transfer requirements and faculty need to commit to using a title for two years. He would like to encourage more faculty to participate and is interested in offering a flex activity about the program.

### **Art on Campus Committee**

Lilya Vorobey, the chair of the Art on Campus Committee provided some background information about the history of the committee and summarized its work since it has reconvened. The committee was formed to create an art policy for the college and select sites for the creation of an art collection and to advocate for gallery space in new campus buildings. It is currently updating an old draft of the Art on Campus Policy and using policies from other colleges as reference. She indicated that there are funds from the first bond for the college to purchase artwork. Mike explained that the committee is currently a task force and that it needs to be reestablished according to the new planning process and should better represent the college community. Council had a number of concerns including who will determine placement for artwork throughout campus and whether there is a need for an art panel which would include outside experts. A process will be developed regarding both permanent outdoor and indoor exhibits. Mike will talk to the Facilities Department to ensure that the new buildings have space to display artwork. Once the draft of the policy is complete, it will be presented to College Council to be vetted by the shared governance groups.

### **Construction for Parking Lot**

Mohsen Janatpour reported that the Science/Math Division held a meeting that included a discussion about the expansion of the north campus parking lot to include the horticulture area. He has received many emails from faculty concerned about removing trees, which are considered living fossils, to make way for a parking lot. Mike Claire explained that college is just beginning to discuss this project and needs to start the process but no decision has been made. Susan will convene a meeting with the concerned faculty and staff that will include a tour of the area.

### **Announcements**

\*\* The Bulldogs will play for the State Championship on Dec. 12.

\*\* A holiday reception will be held on Dec. 9, 2-3:30pm.

\*\*The Associated Students are preparing for their winter retreat in January and will focus on communication.

*Prepared by V. Anderson*