



COLLEGE COUNCIL MEETING MINUTES
Thursday, April 3, 2008
1:30 to 3:30 p.m. – Building 3, Room 142

Members Present: Linda Allen, Sue Eftekhari, Romeo Garcia, Sarah Harmon, Debbie Joy, Linda Hayes, Joan Murphy, Jonna Pounds, Anniqua Rana, Katie Townsend-Merino, Ron Trugman, Terry Watson

Ex-Officio: Thomas Mohr – President, Martin Partlan – Academic Senate President

Members Absent: Juan Arias, Emmanuel Caballero, Mike Garcia

Guests: Aja Butler, Robert Hood, Vickie Nunes, Bart Scott, Maggie Souza, Mike Tyler

AGENDA ITEM	CONTENT	PRESENTER
1) APPROVAL OF MINUTES FROM 4/3/2008	The minutes were approved by consensus as amended.	Debbie Joy & Ron Trugman, College Council Co-Chairs
2) BUSINESS		
I. Update on Design changes for Cañada Vista Project	Informed members that she, the developer, architect, and landscape designer have met several times with members of the Woodside Town Council to discuss what can be done to address the concerns of the Woodhill Terrace residents on the Cañada Vista Project. As a result of these meetings, changes have been made to the project that include moving the buildings slightly, grading, removal of one garage and addition of two covered garages, change in the number of parking spaces, change in unit configuration with one fewer three bedroom unit and one more one bedroom unit, change of roofing material from tile to shingle, and elimination of stair towers. The new design plan was shown. The Woodside Town Council members have met with the Woodhill Terrace Estates homeowners informing them that their concerns with this project have been addressed. Dates of upcoming hearings with the Planning Commissions for Redwood City and Woodside were given along with a timeline for the project if everything moves ahead. It was suggested that the District write a letter to the Woodhill Estate residents indicating the changes made along with pictures of the project.	Barbara Christensen, Director of Community & Government Relations
II. EOPS Counselor Position	The EOPS/CARE Counselor position is currently open due to the passing of Pamela Ward Smith after a lengthy illness. Members were Informed that this request falls outside of the normal hiring process for faculty. The request is for a tenure track faculty position. This position is state funded and therefore paid from categorical funds with 90% EOPS funds and 10% CARE funds. Title V mandates that if EOPS funds are cut that the College must	Joan Murphy & Martin Partlan, Planning & Budget Co-Chairs on behalf of Eliazar Ayala-Austin, EOPS Director

<p>III. A & R II Position</p>	<p>use EOPS funds to fill the Counseling position first. Any cuts would have to be made in other areas serving the program. The Planning and Budget Committee recommend to College Council to move forward in filling this position. A motion was made and seconded to move forward in filling the EOPS/CARE Counseling position. All members present agreed by consensus.</p> <p>Classified Hiring Position Justification was presented for Admissions and Records Assistant II. Position was vacated by Renee Moresco in January 2008 as she moved on in taking the Program Services Coordinator position for Enrollment Services at Cañada. The department took a closer look at this position after it was vacated to review its scope of work and has decided to change the hours to begin at 10 a.m. and work until 7:30 p.m. By doing this the needed additional evening coverage would be provided. Currently a portion of the job duties is being done by a short-term hourly who is rapidly approaching the maximum number of days allowed per year. This position has been reviewed and approved to fill by the Planning & Budget Committee. A motion was made and seconded to move forward in filling the Admissions & Records II position. All members agreed by consensus.</p> <p>It was noted by the Planning & Budget Co-Chairs that the College needs to look at its hiring process for faculty and staff to include the possibility of reviewing hiring needs twice a year and what to reference when positions are considered.</p>	<p>Melissa Raby, Dean of Counseling & Enrollment Services Ruth Miller, Assistant Registrar</p> <p>Joan Murphy & Martin Partlan, Planning & Budget Co-Chairs</p>
<p>IV. Master Plan</p>	<p>Informed members that the Executive Master Plan Committee, a sub-committee of Planning and Budget, met yesterday with the Maas Company, Inc. consultants Jeff Kellogg and Mike Brandy. The format for our Educational Master Plan along with timelines and those responsible was reviewed. Our College is in good shape with the data we have collected. The document needs to be written in a way to connect with our District's Strategic Plan. Jeff Kellogg and Mike Brandy met with the Academic Senate and Classified Senate on March 27th at separate meeting to discuss the Educational Master Plan and get their input. An Open Forum is being scheduled the week before finals so that the College community can view a draft of the plan and give their input. President Mohr will schedule a date for the Maas Companies, Inc. consultants to come and talk to College Council. He will also be calling ACCJC to find out what exactly they expect in the report due October 2008 and at what levels do our SLOs need to be at and report back to the College Council.</p>	<p>Thomas Mohr, President Martin Partlan, Planning & Budget Co-Chair</p>
<p>V. Technology Planning</p>	<p>Informed members that Cañada does not have a Technology Plan and would like to ask for College Council approval to form a Technology Committee to meet and compose a plan.</p>	<p>Thomas Mohr, President</p>

<p>VI. Enrollment Effort Review</p>	<p>This would be weaved with our District’s Technology Plan and integrated in our Educational Master Plan. It was suggested that the committee be composed of administration, faculty, classified, student, and a representative from ITS. Motion was made and seconded to move forward in establishing a Technology Committee for the campus.</p> <p>Reported that registration for the Summer and Fall semesters will begin in the next few weeks. The District has updated the registration application form which makes it more user friendly. Within our District, Cañada College has more concurrent enrollments. Counseling & Enrollment upcoming dates include:</p> <ul style="list-style-type: none"> • 2 PEP – Priority Enrollment Program days on April 19th from 9 a.m. to 2 p.m. and 23rd from 3 to 8 p.m. – for high school seniors registering • Planning an off-campus Super Saturday Registration Day in the community on May 17th • New Brochures for the high schools and community have been designed by Robert Hood and Roberta Chock and are currently being distributed by our Outreach Program. • Brochure for Summer classes Cañada is offering at Woodside High School being distributed at the high schools. • Planning a Midnight Madness Registration/Placement Testing for August 1st on the campus 	<p>Melissa Raby, Dean of Counseling & Enrollment Services</p>
<p>3) PLANNING & BUDGET UPDATE</p>	<p>At yesterday’s meeting:</p> <ul style="list-style-type: none"> • Jeff Kellogg and Mike Brandy of Maas Companies, Inc. gave Planning & Budget an update on where they are with the Educational Master Plan. • Approved moving forward in filling EOPS/CARE Counselor position and A&R II position. 	<p>Joan Murphy & Martin Partlan, Planning & Budget Committee Co-Chair</p>
<p>4) SENATE UPDATES</p> <p>Academic Senate</p> <p>ASCC</p> <p>Classified Senate</p>	<p>At last meeting discussed the future of the CTL and upcoming programs and met with Jeff Kellogg and Mike Brandy of Maas Companies, Inc to give their input on the College’s Educational Master Plan.</p> <p>Applications are available for ASCC Student Government.</p> <p>At a special meeting on March 27th, Classified Senate met with Jeff Kellogg and Mike Brandy of Maas Companies, Inc to give their input on the Educational Master Plan. At their regular meeting on March 31st discussed Classified Retreat planned for June 27th which will</p>	<p>Martin Partlan, Academic Senate President</p> <p>Aja Butler, Student Activities Coordinator</p> <p>Joan Murphy, Classified Senate President</p>

	focus on Customer Service, team building, and strengthening Classified staff.	
5) DIVISION UPDATES		
Business, Workforce & Athletics	Professor Paul Roscelli is currently in Philadelphia attending a conference with PTK students	Ron Trugman
Humanities & Social Sciences	Drama production “Three Musketeers and The Famous Female Duelist of France” begins tonight at 8 p.m. in the Flex Theater	Anniqua Rana
Science & Technology	No Report	
Student Services, Academic Support Services & University Center	<ul style="list-style-type: none"> • Counseling Department will be giving a presentation at the CCLC Annual Student Services Conference next week. • Life Wellness Health Fair on April 9th in Cafeteria • Transfer Reception is on May 5th • Trio newsletter available with copies handed out 	Romeo Garcia
6) MATTERS OF PUBLIC INTEREST	<ul style="list-style-type: none"> • Applications available for Northern & Southern Student Leadership Award by State CSSO – awarded student will have the opportunity to speak to the Board of Governors and the Governor. • ECE department in collaboration with SF State and the County Office of Education, will host an event for ECE professionals here at Cañada College on April 7th at 7:00 p. m. called “Pathways to your Future”. 	Phyllis Lucas-Woods, Vice President of Student Services Linda Hayes, Dean of Business, Workforce, & Athletics
7) ADJOURNMENT	Meeting was adjourned at 3:00 p. m.	Debbie Joy & Ron Trugman, College Council Co-Chairs