Present: Mike Adams, Julie Berg, George Boodrookas, Rosanne Faughn, Rose LaMont for Wendy Griffiths-Bender, Gaither Loewenstein, Adrienne Peek, Joan Van Kuren, Karen Walters Dunlap, Barbara Wells, Sam Pierstorff (Faculty Consultant to the Board)

Absent: Jillian Daly, Wendy Griffiths-Bender, Bob Nadell, Gary Whitfield, Adam Webber (ASMJC)

Guests: Teresa Rule

Business

1. Review of Minutes

Action Item

The minutes of September 13, 2010 were accepted as written.

2. Review of Agenda

There were no changes to the agenda.

PRESIDENT’S OFFICE

3. Mission Statement Reaffirmation - Revisit

As discussed in recent College Council meetings, the Planning & Budget and Accreditation/Institutional Effectiveness Committees' workshop outcome was to forward to College Council, the recommendation of reaffirmation of the mission statement, then on to the Chancellor and the Board. The group reaffirmed the mission statement with the understanding that dialogue would be exchanged over the next year regarding the mission, vision, and core values statements.

The agenda item was tabled at the September 13, 2010 College Council meeting to allow for additional time for members to consult with their constituent groups before approving.

Action Item

College Council members approved reaffirmation of the College's mission statement. An agenda item will be prepared for acceptance by the Board of Trustees.

4. Resource Request Prioritization Process

The following three councils have been assigned to rank their respective requests for management, faculty and staff positions. Instructional Council, Administrators Council (newly created), and Student Services Council. These councils would agree upon some criteria for
ranking requests. Criteria would be different for Instructional and Student Services faculty and administrative and classified positions which is the reason for the three different councils.

Gaither Loewenstein stated that the idea, once groups establish criteria, would be to rank positions and equipment and forward to the Planning & Budget Committee. There would be a public meeting and everyone would have a say at this meeting. A prioritized list of faculty and staff from these groups would be sent to the president. The equipment lists, one from administration, one from Student Services and from the seven divisions would be forwarded to the appropriate vice president and they would determine how to allocate funding. Staffing lists would come to the president and if the president chose to hire outside of that list, he/she would give a written rationale to the Planning & Budget Committee.

Gaither stated that he understands that the Academic Senate has some concerns regarding this process and is still formulating a response. Adrienne Peek clarified that the Senate has not seen the document. Mike Adams added that the Senate has received a description of this process. Carolyn Hart will send an electronic copy of the flow chart which gives a visual of the prioritization process. Mike Adams and Gaither Loewenstein will draft a description of the process which will be posted on the PBC web page. Any recommendations will be forwarded to the president.

Gaither Loewenstein confirmed that this body is more of a link to the college constituent groups and would bring items to the president’s attention. Gaither would like the Senate to ratify the Planning & Budget Committee’s prioritization ranking process. Senate ratification of the process would be consistent with AB1725 and the MJC Academic Senate By-Laws.

INSTRUCTION

5. Accreditation/Institutional Effectiveness (AIE) Committee Update

Open forums on each campus will be held on October 5 and 13 on the climate survey. Some areas were identified that AIE needs a little more information on to get the true picture. There have been focus groups. Responses were cross-tabulated.

On January 4 & 5 there will be assessment group workshops. These are college wide workshops and an opportunity for people to look at administrative unit outcomes.

6. Enrollment

Karen Walters Dunlap reported that there is no update and the college is where it needs to be right now.

COLLEGE ADMINISTRATIVE SERVICES

7. HUD Grant

Gaither Loewenstein reported that the college received a $600,000 grant in support of the Patterson site from the Hispanic-Serving Institutions Assisting Communities (HSIAC) grant by the U.S. Housing and Urban Development (HUD). It is a little challenging due to the timing because the opening of the Patterson Center has been changed to the end of September 2011. The three-year grant begins October 1, 2010 and will be used by the college to establish a Career and Education Resource Center (CERC) and conduct energy sustainability
training in Patterson. There will be an array of 40 photovoltaic panels to train people on solar installation and a significant amount of the power of the Patterson site will be provided by these panels. Other expected outcomes for 180 individuals: General Equivalency Diploma (GED), English as a Second Language (ESL), 21st century employment skills, computer literacy skills, principles of sustainability, and home energy performance (reaching at least 350 residents with energy saving information).

There is also some money for equipment and staffing. George Boodrookas is the project manager. The college will partner with Workforce Alliance in implementing the grant.

8. Measure E

Gaither met with the Board for a midterm update on Measure E and discussed assumptions that had been made regarding the projects. Bids are now coming in lower than anticipated and resulting in savings. The vacated space, left from people moving to a new building which usually have to be renovated, are called secondary effects. Little, if any money was set aside for these secondary effects. There are also some projects that have been underfunded. There are three underfunded projects and about a dozen unfunded projects. A survey was sent out to everyone for what they want to do with vacated space. What will happen with the vacated space has not yet been decided. It looks like there is $15 million in unfunded projects. There is probably at least $5 million in underfunded projects. Bid savings and removing or reducing items on the list is the only money the college has remaining in its Measure E allocation.

Gaither would like to get this information out there for a college wide dialogue by having a public forum for everyone to get input from this list of projects. The forum will be Wednesday, October 6 from 3:00 to 5:00 p.m. in Forum 110.

Sam Pierstorff suggested that Kitchell do a visual presentation.

COLLEGE ADMINISTRATIVE SERVICES

9. De-Registration Proposal

Teresa Rule, Accounting Services Manager stated that if approved, this is going to be excellent for students, great for accounts receivable, and for the instructors. MJC’s account receivable balance totals approximately $2,515,541. Approximately $650,000 is considered uncollectable and will be written off. Colleges who have implemented a De-Reg and payment plan reported that their accounts receivable balances have been reduced significantly.

During DSK days, MJC did a manual De-Reg of non-pay students. The De-Reg process was suspended during Datatel implementation. Merced, Delta and Fresno City have implemented a De-Reg process. Although they all had concerns when they started out, they now have a win-win situation. A payment plan for students who are getting financial aid would be offered upfront that would allow them to make payments. It is felt that this would give students a safeguard. This payment plan would be administered by a third party and a group has been set up to choose a third party vendor. This plan would give students an option to pay over time and not De-Reg. Students will be dropped who do not pay and Datatel would auto populate from the wait list.
Teresa explained that our problem at this institution is we used to have a De-Reg plan when we had DSK and it was too much at the time the college converted to Datatel. She predicted that a lot of issues would be solved by implementing this plan. The third party vendor would charge a $20 fee.

Mike Adams will run this information past the Senate. This item would be forwarded from College Council to District Council.

**Action Item**

There was thumbs up approval of the De-Registration Proposal. Gaither Loewenstein will forward this information to District Council for approval.

**CONSTITUENT REPORTS**

**Academic Senate**
Mike Adams reported having an active Senate meeting and Gaither Loewenstein did a good presentation. A lot of agenda items were able to be completed by starting them at the beginning of the meeting. The human research resolution was passed and Mike will bring it to the district. The State Senate has held a position that the college should have a committee and right now it is going through the research office.

**YFA**
Rose LaMont reported that right now, YFA is gearing up for negotiations with the first meeting a week from Friday. YFA is endorsing Lynn Martin and Sandy Mesenhimer for Board of Trustees.

**CSEA**
Rosanne Faughn reported that there was a meeting with the candidates for trustee areas 1 & 2 and it was voted to endorse area 1, Ted Morgan.

**IAC**
George Boodrookas reported that IAC had a good meeting this morning. IAC discussed the October 11 meeting presentation of faculty positions at IAC. The faculty priority sheets are all due Friday. IAC met Elizabeth David, newly hired Counselor/Coordinator for Title V. An update was given on first year experience and peer tutoring. An events scheduling task force was formed. Enrollment is right on target and nothing has changed.

**Student Services** - No report.

**ASMJC** - No report.

**ANNOUNCEMENTS**

**FUTURE AGENDA**

1. Report from Institutional Effectiveness congruency with mission statement and SLOs (Oct 25 meeting)

**ADJOURNMENT**