# Modesto Junior College
## Instruction Council
### November 25, 2014

<table>
<thead>
<tr>
<th>Members</th>
<th>Representing</th>
<th>Present</th>
<th>Absent</th>
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<tbody>
<tr>
<td>Susan Kincade, Vice President of Instruction</td>
<td>Chair</td>
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<tr>
<td>Rob Stevenson, Professor-Art</td>
<td>Co-Chair/Academic Senate</td>
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<td>Michael Adams, Professor-Math</td>
<td>Academic Senate</td>
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<td>Mark Anglin, Dean of Agriculture &amp; Environmental Sciences</td>
<td>Dean</td>
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<td>Jeff Beebe, Professor-Automotive Technology</td>
<td>Academic Senate</td>
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<td>Jillian Daly, Dean of Literature, Lang Arts/Library, Learning Center</td>
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<td>Lorena Dorn, Dean of Counseling and Student Services</td>
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<td>Kathleen Ennis, Professor – Librarian</td>
<td>Academic Senate</td>
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<td>Eric Fischer, Professor-Water Polo Coach</td>
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<td>Julie Hughes, Admission &amp; Records Specialist</td>
<td>CSAC</td>
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<td>Kimberly Kennard, Professor-Human Services</td>
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<td>Deborah Laffranchini, Professor-Child Development/Family Life</td>
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<td>Wendy Long, Administrative Technician</td>
<td>CSEA</td>
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<td>Tyler Menane, Student</td>
<td>ASMJC</td>
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<td>John Mendes, Professor-Plant Science</td>
<td>Academic Senate</td>
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<td>Al Smith, Professor – History</td>
<td>YFA</td>
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<td>Michael Sundquist, Dean of Arts, Humanities &amp; Communication</td>
<td>LTAC</td>
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<tr>
<td>Paige Tengeluk, Student</td>
<td>ASMJC</td>
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<tr>
<td>Heather Townsend, Accreditation/Assessment Process Specialist</td>
<td>CSEA</td>
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<tr>
<td>Amy Bethel, Executive Secretary, Instruction Office</td>
<td>Recorder</td>
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### SUBSTITUTE
<table>
<thead>
<tr>
<th>Name</th>
<th>Member Substituting for</th>
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<td>None</td>
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### GUEST
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<td>Jennifer Hamilton, Interim Dean, BBSS</td>
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## I. Call to Order
The meeting was called to order at 3:15 p.m.

### Action Item

## II. Action Items
### a. Approval of Agenda

**Action Item:**

K. Ennis moved/A. Smith seconded to approve the agenda

**Result:** Unanimously approved
b. Approval of Minutes
Minutes of 11/21/14 were not yet available. Approval will be added to 12/9/14 agenda.

III. Continuing Business

a. Faculty Hiring Prioritization Process – Ranking
The composite ranks and scores were shared. R. Stevenson demonstrated a marked difference if the high and low scores were removed. The council agreed to use rankings rather than scores to prioritize the positions. The composite rankings were studied; three ties were noted and broken:

- #10 Nursing (one position)/Health & PE/Certified Athletic Trainer
- #14 Political Science/Astronomy
- #37 Philosophy/ Counselor - #D Temp to Tenure Track

R. Stevenson had submitted scores and ranks prior to the meeting which were used to break the ties.

R. Stevenson opened the floor to discussion.

D. Laffranchini noted that some positions were scored very differently than she had scored them. As outside funding was available, she ranked them lower. K. Ennis agreed with her rationale. There was further discussion that the reason to move forward with them although they are already funded to help make FON with other dollars.

D. Laffranchini ranked Automotive higher than the group average and asked for some reasons from others for why they did not rank as high. Productivity was cited as a main reason. The same was said about Ag Mechanics.

R. Stevenson reminded the group that the IC is not deciding who to hire, but rather making a recommendation to the Academic Senate and College Council for their consideration.

J. Daly moved/K. Ennis moved to accept the rankings and forward to Academic Senate and College Council. There was discussion. J. Daly stated that she felt that the process was fair and went well. K. Ennis added that she likes the process; even when others scored differently than she did, she can understand why.

A. Smith offered a critique to the process stating that the college has not clearly defined criteria such as bottlenecks or productivity; however, decisions are being made based on such criteria. He is disappointed that the non-fund 11 positions did not make it into the top as they are currently free to MJC. R. Stevenson suggested that part of the internal review that occurs include education in those
areas. S. Kincade acknowledged Al’s comments and noted that she was somewhat surprised by some of the positions that made it to the top.

L. Dorn noted that students completing certificate programs should be included in productivity numbers. We should be looking at meeting student needs whether or not they are going through the GE programs.

D. Laffranchini suggested asking disciplines to include data elements on the proposals to make it easier to see and consider.

R. Stevenson asked that the process continue to be refined. A debrief for improving the process will be agendized.

**Action Item:**
J. Daly moved/K. Ennis seconded to accept the rankings and forward to Academic Senate and College Council.
Result: Unanimously approved

### IV. New Business

#### a. Faculty Hiring Prioritization and Program Reinstatement

Rob opened the item, specifically to discuss the Engineering program. M. Adams stated that we cannot create policy, but thinks the IC could move to forward a request to the colleges and Academic Senate to develop a program reinstatement process.

Mike described that when the engineering program was eliminated, it was promised that the program could be brought back when funds became available. There is no process in place for doing so, therefore, making the promise unfulfillable. K. Kennard concurred.

J. Daly noted that she has been able to reinstate foreign languages in her area as courses (rather than program) based on student demand and productivity. Foreign languages were eliminated, but not inactivated and have been slowly brought back.

There was further discussion of the complexities that might be involved in program reinstatement.

**Action Item:**
M. Adams/K. Kennard moved that the instruction Council request that the College and Academic Senate president meet to create a program reinstatement process.
Result: Unanimously approved
V. Informational Items
None.

VI. REPRESENTATIVE REPORTS
a. College Council
S. Kincade reported that the Student Equity Plan was shared and is on the Board of Trustees’ Agenda for December 10.

b. Accreditation Council
No meeting.

c. Student Services Council
L. Dorn reported they are moving forward with groups being able to apply for early registration. There was discussion of who will make the decision.

d. Resource Allocation Council
No report.

e. Facilities Council
There has been no meeting.

f. Senate Report
S. Kincade reported that there was discussion of the Hiring Prioritization Process and FON. The state calculation for determining FON will be shared.

g. Student Report
No report.

h. Staff Report
CSEA officer nominations are being accepted.
R. Stevenson commented once all discussion was complete. He advocated for Art, unofficially. He was glad to see that completion rates were high. He shared the numbers.

VII. ADJOURNMENT
Meeting adjourned at 4:25.

Next meeting: December 9, 2014, 3 – 5 p.m., Library 10.