



**ACADEMIC SENATE
APPROVED MINUTES
JANUARY 20, 2011**

Senators Present: Mike Adams, Kevin Alavezos, Dan Alcantra, Bruce Anders, Paul Cripe, Ellen Dambrosio, Bob Droual, Catherine Greene, Jennifer Hamilton, Lee Kooler, Debbie Laffranchini, Allan McKissick, Eva Mo, Estella Nanez, Jeff Netto, Adrienne Peek, Sam Pierstorff, Belen Robinson, Burt Shook, Travis Silvers, Brian Sinclair, Jim Stevens, Theresa Stovall, Teryl Ward (substituting for Lisa Riggs), Barbara Wells, Layla Yousif, John Zamora

Senators Absent: Marlies Boyd, Jim Howen, Jill Lear, Milissa Plett, Rob Stevenson

Guests: Karen Walters-Dunlap (Vice President of Instruction), Adam Webber (ASMJC President)

I. APPROVAL OF ORDER OF AGENDA ITEMS

The order of the agenda items was approved without objection.

II. APPROVAL OF MINUTES

The minutes of the December 9, 2010 senate meeting were approved without objection.

III. CONSENT AGENDA

- A. Interim Dean of BBSS Screening Committee Membership—Cece Hudelson-Putnam, Kimberly Kennard, Greg Hausmann, Rose LaMont
- B. President's signature on Valley Sierra CTE Collaborative IV Grant Pre-Approval Form
- C. President's signature on Valley Sierra CTE Workforce Innovation Partnership Grant Pre-Approval Form
- D. President's signature on MJC RN Distance Education Program Grant Pre-Approval Form

The consent agenda was approved without objection.

IV. PRESENTATIONS

Ken Hart, Director of College Research, presented an overview of the 2010 Institutional Effectiveness Report to the senate. The written summary included in the agenda packet contained the following information and served as the basis for the overview:

How do the following data indicators from the Institutional Effectiveness Report 2010 impact MJC mission and strategic planning, curriculum planning, enrollment, access, success, teaching, and student services?

- California's economy is one of the top ten economies in the world. Its diverse economy includes the high-tech industry, biotech industry, agricultural industry, and film/TV industry. It also has 40 national laboratories.
- In 2007 the Central Valley produced over 75 percent of the state's agricultural output. Most of the job growth from 2002 to 2008 was in service-producing industries, such as government, health services, educational services, and professional/business services.
- Of the projected top 20 **largest occupations** in nine counties in the Central Valley (ranked by total number of jobs in 2015), from 2010 to 2015, requiring a postsecondary certificate or associate's degree, ten occupations are in business/technical areas, seven occupations are in healthcare areas, two are in personal care areas, and one is in education.
- Of the projected top 20 **fastest-growing occupations** (ranked by percentage of growth) from 2010 to 2015 requiring a postsecondary certificate or associate's degree, the following nine are projected to have the **highest percent growth**:
 - Real estate sales agents (28%)
 - Appraisers and assessors of real estate (26%)
 - Veterinary technologists and technicians (25%)
 - Fitness trainers and aerobics instructors (20%)
 - Gaming dealers (20%)
 - Emergency medical technicians and paramedics (17%)
 - Dental hygienists (16%)
 - Registered nurses (15%)
 - Respiratory therapists (15%)
- The three counties that provide the most students for Modesto Junior College are Stanislaus County (almost 84%), San Joaquin County (over 9%), and Merced County (over 1%). Their population is expected to increase 5-6 percent in the next five years (2010-2015). Population by gender will remain 50/50. The population by race/ethnicity is projected to increase in all ethnicities except White, Non-Hispanic over this five-year period.
- All three counties, however, are expected to experience a 10-12 percent decline in the 15- to 19-year-old group over this five-year period.
- Stanislaus County's unemployment rate dropped from 19.2 percent in March 2010 to 17.3 percent in May 2010. Compared to the entire state, Stanislaus County has significantly lower percentages of the population with bachelors and graduate or professional degrees. As individuals by age, 19.5 percent of children under 18 years of age in Stanislaus County are below poverty level. In Stanislaus County, 14.9 percent of teenagers 15 to 19 years of age are not enrolled in school. Of teenagers 16 to 19 years of age, 42.9 percent are in the labor force. Of this 16- to 19-year-old group, 6.3 percent are neither enrolled in school nor in the labor force.
- Percentages of students assessing and placing in various English, Reading, and Math courses have remained fairly constant from 2006 to 2009. Percentages of students assessing and placing in courses below Transfer Level for 2009 were 70.9 percent in English and 83.2 percent in Math.

- In terms of students indicating educational goals from Fall 2004 to Fall 2009, “Transfer with an AA/AS Degree” has increased from 41.6 percent to 61.0 percent. “Transfer without a degree” has declined from 10.7 percent to 5.5 percent. “Obtain a degree without transferring” has declined from 10.1 percent to 5.3 percent. “Vocational Degree” has declined from 4.2 percent to 2.0 percent.
- Course retention rates for MJC students have increased gradually from 81.2 percent in Fall 2007 to 83.2 percent in Fall 2009. Course success rates have gradually increased from 62.7 percent in Fall 2007 to 63.5 percent in Fall 2009.
- Generally, retention rates and success rates were higher for non-distance education courses in departments from Fall 2005 to Fall 2009. The retention rate for StartSmart attendees in Fall 2009 was 5 percent higher than all other enrolled MJC students’ retention rate. Also, the StartSmart attendees’ persistence rate was 5 percent higher than all other enrolled MJC students’ persistence rate.
- The total number of associate degrees and certificates awarded by MJC from 2006-2007 to 2008-2009 has gradually decreased from 1,579 to 1,485, due primarily to the large decline in certificates awarded.
- The total number of MJC students transferring to the CSUs/UCs in 2008-2009 declined below the total number of transfers in 2004-2005. The transfer rate of the past three 6-year groups of MJC students transferring to public or private universities throughout the United States remains at 36 percent. This methodology involves tracking groups of students over a 6-year period.
- Graduates in the Allied Health programs posted high licensure exam pass rates in most programs. Graduates from Career Technical Education programs indicated high employment rates in most of their occupational programs.

A number of specific questions from senators regarding the details of the report prompted a detailed discussion of the report, its findings, and how those findings may affect the college in the future. Ken encouraged senators to access the full 2010 Institutional Effectiveness Report online on the MJC website.

De-Registration/Automated Wait List Enrollment Process

Teresa Rule, MJC Accounting Services Manager, reviewed the final draft of the Implementation of De-Reg and Automated Wait List Enrollment Processes proposal with the senate. A district-wide work group prepared the draft paper which proposes a process for de-registration and automated wait list enrollment.

The proposed de-registration process would:

- Allow students to set-up installment payment plans to pay their student fees through a third-party administrator for a flat fee. *Payment plans are projected to reduce the amount of uncollectable accounts receivable by approximately 50%.*
- De-register students for non-payment of fees prior to the beginning of instruction. *Students who receive financial aid as well as sponsored students and those on payment plans will be exempt from de-registration.*

- Implement an automated wait list process where wait listed students would be enrolled by a Datatel batch process when a seat becomes available in a class.

The work group will meet with several third-party administrators and will select one of those vendors in the next few weeks. The senate will continue to receive updates on the status of the proposal and will continue its discussion at a future meeting this semester.

V. ACTION/DISCUSSION ITEMS

A. New Business

Resolution SP11-A: Grant Approval Work Group

The senate discussed Resolution SP11-A: Grant Approval Work Group which was proposed by the Senate Executive Board. The resolution reads as follows:

“Whereas: The difficulties created by the shrinking state budget allocation to community colleges may be somewhat mitigated by an increased reliance on grant funding; and

Whereas: Applying for grants requires a very rapid timeline, often needing as little as four weeks from announcement to closing; and

Whereas: Grant applications require the signature of the Senate President before they may be submitted to a grantor for consideration; and

Whereas: For many years this very rapid pace has not allowed sufficient time for the Senate to review the application and authorize the Senate President’s signature before the deadline; and

Whereas: A Senate committee of faculty could meet the needs for faculty oversight of grant applications while accommodating the timeline of the grant application process.

Therefore: Be it resolved, that the Modesto Junior College Academic Senate form and convene a Grant Approval Work Group; and

Therefore: Be it further resolved, that this work group be composed of the Senate President and three tenured faculty members. The work group would meet as needed to evaluate grant applications in order to approve or deny the Senate President’s signature. The decisions of this committee would be brought before the Senate for ratification. Should an approval not be ratified, the grant application would be withdrawn from consideration, even if it may already have been submitted to a grantor.”

M/S/U (Jennifer Hamilton/Allan McKissick) to approve Resolution SP11-A: Grant Approval Work Group for a first reading.

VI. REPORTS

ASMJC

ASMJC President Adam Webber reported that ASMJC, along with the MJC Foundation and the King-Kennedy Community Center, is sponsoring the Martin Luther King, Jr. event on Saturday, January 22. The next “Pizza with the Prez” event is scheduled for January 25—over 160 students attended the last event. Teams are currently registering for Soup Bowl I, a flag football tournament scheduled for Friday, January 28 from 9:00 a.m. to 2:00 p.m. A donation of at least ten cans of soup per team is requested for charity.

Planning and Budget Committee

President Adams shared a report from the December 17, 2010 meeting of the P & B Committee:

Recap of the Prioritization Process: The committee had an extended discussion of the prioritization process, and several ideas for improvement were developed. It was decided that next time there should be some training for the prioritization councils, so that the process can be more uniform and effective. The rubrics used this year by the prioritization councils will be shared across the college, to help assist areas with developing their program review and position requests. More attention will also be paid to grant-funded positions, since these tend to complicate the prioritization process.

Five Year Total Cost of Ownership Plan: There was also a discussion of looking forward and planning for the next five years. A mock-up of a total cost of ownership plan was used as a discussion aid, showing how it could be possible to work down into the priority lists (realizing that priorities will change from year to year), and how costs steadily escalate over time. The committee approved the document concept, with the explicit caveat that particular items were expected to change from year to year.

Budget Forum: The Planning and Budget Committee will hold a college-wide budget forum on Friday, March 4 from 10:00 am to noon in Forum 102 to address the cuts being imposed by the state.

President’s Report

President Adams shared the following report/update with the senate:

Chancellor Search Committee – The Chancellor Search Committee is currently ranking applications and will be determining the list of interviewees. Interviews are tentatively scheduled for the week of February 7, to be followed shortly by campus forums. The intention is to have a finalist identified and hired at the March YCCD Board of Trustees meeting.

Committee Membership Needed – The Campus Development Advisory Committee (CDAC) needs two faculty members to replace Jeremy Wilson and Dale Pollard, who are stepping down. Meeting times are typically late afternoon on Fridays.

Faculty Hiring Document – The senate will schedule a study session to develop an official response and position as time on future agendas permit. Senators are encouraged to continue discussion of the Faculty Hiring document with their constituents.

VII. ADJOURNMENT

The meeting was adjourned at 5:30 p.m.