



**College Council Meeting Minutes**  
**October 13, 2014**

**MEMBERS**

<b>Council Member</b>	<b>Representing</b>	<b>Present</b>	<b>Absent</b>
Jill Stearns	MJC President, Chair	√	
Susan Kincade	VP Instruction		√
Al Alt	VP College Administrative Services	√	
Brenda Thames	VP Student Services	√	
Bill Anelli	Academic Senate	√	
Florida Arias	Professional Development Coordinating Committee		√
Nancy Backlund	College Technology Committee		√
Francisco Bañuelos	Facilities Council		√
Debi Bolter	YFA President		√
Flora Carter	College Committee for Diversity & Community	√	
Rosanne Costa	CSEA President	√	
Lisa Husman	LTAC	√	
Deborah Laffranchini	Instructional Council		√
Bryan Marks	CSAC	√	
Curtis Martin	Academic Senate VP	√	
Ross McKenzie	YFA Rep	√	
Martha Robles	Student Services Council	√	
Mike Smedshammer	Distance Ed Committee	√	
Mike Sundquist	Dean		√
James Todd	Academic Senate President		√
Luis Rebolledo	ASMJC President		√
Tyler Minane	ASMJC		√
Roxanne Weaver	ASMJC	√	
Vacant	Accreditation Council		
Vacant	Academic Senate		
Vacant	CSEA		
Vacant	Resource Allocation Council		

**I. Call to Order**

Jill Stearns called the meeting to order.

**II. Action Items**

**A. Approval of Minutes**

Approval of minutes was tabled until a quorum was met.

## **B. Update on Fingerprinting Policy**

Jill Stearns reported that she spoke with George Boodrookas regarding the MJC Foundation paying for fingerprinting for volunteers and students as needed. The next step is coming up with a simple process for referring those folks. Jill would like an option provided for those that this creates a significant hardship for.

Lisa Husman reported that more information needs to be gathered on YCCD becoming a LiveScan provider.

## **C. First Read - YCCD Board Policy**

1. 4-8078 – Student Transportation – Field Trip

*Jill Stearns clarified that the proposal is to merge 4-8078 into 5-8079 and eliminate 4-8078.*

2. 5130 – Financial Aid

*Ross McKenzie requested a definition of “vendors” in reference to training. Jill Stearns explained at college fairs some colleges are often outsourced to other vendors, i.e., Harvard uses vendors to represent them.*

3. 5-8079 – Student Transportation – Extra Curricular

*Curtis Martin requested a definition of academic employee. After some discussion, Martha Robles agreed to get clarification on a definition. Other clarification discussion centered around calling a class meeting at an off-campus site, no carpooling stipulation, and submission of the transportation request form two weeks prior to a trip.*

4. 7330 – Communicable Disease

*No comments were made.*

5. 7336 – Certification of Freedom from Tuberculosis

*No comments were made.*

### **Action Item:**

**These items will appear on the consent agenda at the next College Council meeting.**

## **III. DISCUSSION**

### **A. College Goals – proposal from workgroup**

Brenda Thames gave the history of the task force that commenced with meetings all last fall. She distributed three documents: Approved draft of goals from the task force, additional commentary submitted after the last meeting of the task force, and additional items under strategic directions of college goals. The following is an excerpt from the first document.

## **MJC College Goals (DRAFT)**

1. The College transforms lives through programs and services that demonstrate measurable student achievement.
2. The College will integrate the latest scholarship in teaching and learning through the professional development of administrators, faculty, and staff.
3. The College will offer flexible and responsive programs to meet educational workforce needs measured through program changes, adaptations and technological upgrades.
4. The College will facilitate lifelong learning.

Brenda stressed that the college needs goals that will give us a framework to work within and foundation for developing an Educational Master Plan. She commented that maybe so much detail is not needed in goals but it is needed in the Educational Master Plan and will be considered in that process.

Jill Stearns commented that her vision is establishing a limited number of goals that encompasses fiscal accountability, student success, planning community partnerships, and defining what those would be. Underneath all these broad goals would be a number of metrics we could measure. We can rely on what is already in the ARCC and CCSSE reports and not create additional work. There is extensive information in these reports. The college could have its own report card to the community about how successful we are, i.e., what measure did or did we not hit, what areas were we successful or not successful. Which group could best address a problem area? Broad goals will reflect our commitment to students and excellence in teaching and learning.

Curtis Martin excused himself briefly in order to get this item on the Academic Senate agenda for discussion.

Jill Stearns gave highlights of college goals from Mira Costa, Santa Barbara, Ohlone, Sierra, Gavilan, and San Diego that she had researched.

**Brenda Thames will meet with the different college groups to explain the goals.**

## **II. ACTION ITEM (Previously Tabled)**

### **A. Approval of Minutes**

Ross McKenzie requested that a clarifying sentence be added to his YFA report.

### **Action Item:**

**Motion: Curtis Martin moved to approve the minutes of September 22, 2014 as amended.**

**Seconded by: Bill Anelli**

**Result: The minutes of September 22, 2014 were approved by aye vote as amended.**

### **III. DISCUSSION (CONTINUED)**

#### **B. Classroom Flags**

Jill Stearns reported that she was led to believe that the college had flags in all classrooms; however, it has been determined that is not the case. This item was triggered by a request from faculty and she will further explore the request for classroom flags.

### **V. REPRESENTATIVE REPORTS**

#### **A. Instruction Council - No report.**

#### **B. Student Services Council**

Martha Robles reported that the Student Services Council had discussion about the SSSP plan going through parts of it and looking at different areas, as well as enrollment priority in terms of creating the process for groups to request priority. The group is still working through developing that process. Ross McKenzie added that because the group realized the process would take a considerable amount of time, TRIO and Athletics were grandfathered in for an additional year.

Martha Robles reported that they talked about transferable courses, assessment, and accepting different courses in terms of placement and providing a couple of avenues for remediation for students. The group looked at the charge and did not make any changes. Ross McKenzie added that it was delayed. Brenda Thames commented that enrollment should be in more places than the Student Services Council.

#### **C. Resource Allocation Council**

Al Alt reported that the last meeting of RAC was cancelled and will meet on October 17.

#### **D. Facilities Council**

Al Alt reported that the Facilities Council will meet on October 20.

#### **E. Accreditation Council - No report.**

#### **F. ASMJC**

Roxanne Weaver reported that there are a lot of Senator projects going on. Meals are being planned for students for Thanksgiving. Planning is going on for the General Assembly trips coming up. ICC is also invited to attend the General Assembly so they can learn better governance and parliamentary procedure. Halloween Fright Night festival is October 21 from 4 to 10 p.m. on west campus in between Yosemite and Sierra in the big cement area. Some specific money is being allocated for advertisement.

Roxanne is specifically working on strategic planning so she can track what the Senators and VP are doing throughout the year and she has a flow chart spread sheet that can tell ASMJC at the end of the year what they have accomplished. It is her hope that this framework will carry on. A water conservation event is being planned through the Ag Department and different people will be speaking in November. Roxanne added that she will be leaving behind the framework and flow chart when she leaves ASMJC.

## **G. CSEA**

Rosanne Costa reported that CSEA is getting ready for nominations for 2015 Executive Officers, holding this month and next. CSEA has just wrapped up negotiations and getting ready to sign. New names of representatives for committees and councils will go out tomorrow. See's candy order forms should go out next week along with posters for anyone who wants to buy candy for this CSEA fundraiser.

## **H. CSAC**

Bryan Marks reported that CSAC is working on Classified Staff Day that will take place in May. Workshops are being organized for professional development.

## **I. YFA**

Ross McKenzie reported that negotiations are ongoing right now. Today, the negotiators are meeting with a new, neutral, third party facilitator, Shirley Campbell. Debi Bolter was requested to be at these negotiation meetings by the new facilitator which is why she is not at College Council. Negotiations will occur on Monday afternoons for the fall semester. The YFA has a new Elections Chair, Angela Pignotti and they will soon be voting on a minor revision to the bylaws. The restart of Enrollment Management Committees at both colleges was negotiated between YFA and the District last fall, and now both colleges are putting those together. YFA encourages broad participation in those meetings, and has appointed Nancy Sill to represent YFA's interests there. Sabbatical applications for Fall 2015 and Spring 2016 are due November 6 by 2 p.m. YFA encourages faculty to apply for these professional enhancement opportunities.

## **J. Academic Senate**

Curtis Martin reported that the Academic Senate discussed the Basic Skills Plan approved by the Academic Senate. During discussion regarding categorical funding, people were concerned their position would be rolled into Fund 11. It is hoped that when those funds run out that they go through the hiring process. The Student Success Plan was read and what the Senate would like to see is a final draft to approve, and the Student Equity plan as well. Curtis commented that we need to get quickly on board so the Senate has enough time to debate it and a special meeting has been scheduled to accommodate discussion. Implementation of AB86 basic skills and short term pathways, the Senate would like to be privy to what is.

## **K. LTAC**

Lisa Husman reported that there is now new leadership. Beth Au is on the Policy and Procedures Committee. Marty Gang was given four management names and three names were forwarded to Gina for the EEO Advisory Committee. Shawna Dean received good feedback from Chancellor Smith on the progress of the HR forms. Other items were salary placement, follow up on handbook and personnel file review. Elections are coming up in December and a new group will be coming in January. There is a dean and Central Service position open. The next meeting is November 3.

## **IV. ANNOUNCEMENTS/COMMENTS**

### **V. FUTURE AGENDA**

1. New Faculty Orientation (March 2015)

## **VI. ADJOURNMENT**