



**College Council
Meeting Minutes
October 9, 2017**

Members	Representing	Present	Absent
Jill Stearns	MJC President, Chair		√
Al Alt	Vice President, College Administrative Services/Facilities Council	√	
Steve Amador	Academic Senate	√	
Patrick Bettencourt	Dean of Instruction & Student Learning	√	
Flora Carter	Diversity Committee	√	
Shelley Circle	Academic Senate		√
Jennifer Hamilton	Vice President of Instruction	√	
Julie Hughes	CSEA		√
Lisa Husman	LTAC		√
Cindy Lopez	ASMJC	√	
Curtis Martin	Academic Senate	√	
LaKiesha McDonald	CSEA	√	
Ross McKenzie	YFA	√	
Debbi Partridge	CSEA	√	
Saul Portillo	ASMJC	√	
Jim Sahlman	YFA	√	
Alexandra Salgado	ASMJC	√	
Elaine Schuber	CSAC		√
Michael Smedshammer	Distance Education Committee	√	
James Todd	Vice President of Student Services	√	
Vacant	Technology Committee		
Vacant	Academic Senate		
Vacant	Accreditation Council		
Vacant	Facilities Council		
Vacant	Instruction Council		
Vacant	Professional Development Coordinating Committee		
Sabrina Miranda	Recorder	√	

Guests	
Robert Stevenson	Professor, Arts & Humanities

I. CALL TO ORDER

A. Alt called the meeting to order at 3:06 pm.

II. INFORMATION AND DISCUSSION ITEMS

A. External Evaluation Debrief

J. Todd reported that the Accreditation Team visit was successful with the help of many individuals who took the time to locate evidence, open classrooms, drive evaluators, and meet with evaluators for interviews. The team members expressed how pleased they were with how dedicated MJC is to student success, student equity, and quality learning. Commendations from the team included the financial aid office, the spirit and enthusiasm of ASMJC, student center initiatives and practices, and our agriculture irrigation program, among others. Recommendations included clarity of the mission statement, library services on West Campus, and regular student contact in Distance Education.

B. High School Counselor Day

J. Todd reported that this year's High School Counselor Day was a success. Nearly 140 counselors attended. Several topics were discussed, including multiple measures processes, the Dream network and working with undocumented students, and using automation data. The financial aid process is continually being improved upon to assist students in applying and receiving better results with FAFSA. The day was finalized by discussing the First Time in College course, which is hoped to be available in summer, leading to fall.

C. Program Review Update

J. Todd reported that that a majority of program review is available on the MJC website. The program review workgroup met today and discussed how to ensure that we are using program reviews to the best of our ability, especially in terms of hiring prioritization and resource allocation, as well as how we provide feedback for instructors.

D. CA Guided Pathways Institute 2

J. Hamilton discussed that Institute 2 for CA Guided Pathways is coming up in November. The team for this visit includes Jill Stearns, Curtis Martin, Jenni Abbott, James Todd, Rob Stevenson, Elizabeth David, Tina Giron, and Jennifer Hamilton. In order to prepare for the visit, sessions titled Paving the Path are being held, with the first session being held Friday, October 13. A brief panel conversation will be held from the individuals who attended the first Guided Pathways institute as well as the Guided Pathways session in Fresno on October 2. The work that can be accomplished at Paving the Path sessions will allow for a successful visit at the Guided Pathways Institute 2 visit. J. Hamilton asked that everyone review the Guided Pathways Self-Assessment Tool Outline document posted on the Academic Senate website as well as the College Council website. Feedback is welcomed.

E. Hiring Prioritization

Please note that this item mistakenly did not make the agenda. J. Hamilton reported that the hiring prioritization form is posted on the College Council website. The form does not require action, but there is an update to the form. Typically, September 30 is the deadline for announcement for on cycle retirements. On the Board agenda for Wednesday night is an agreement between the District and YFA for a bit of an

incentive for retirements. If the agreement passes, there will be an extension to October 30. On the hiring prioritization form, an editorial change was made in Box 4. Please address any concerns regarding the hiring prioritization form to Rob Stevenson or Jennifer Hamilton.

III. ACTION ITEMS

A. Approval of minutes

Action Item - Motion:

Who: R. McKenzie moved, D. Partridge seconded

What: Motion to approve the minutes of September 25, 2017, with amendment from R. McKenzie to correct verbiage on YFA Representative Report

- Result: 15-ayes, 0-no
- Motion Carried

IV. Representative Reports

A. Academic Senate

C. Martin reported that Academic Senate met last Thursday, October 5. Discussion regarding Brandman University took place as well as an exercise and discussion regarding data sets at MJC. There is an effort in Academic Senate to engage in discussions that change implies movement and this may make some individuals feel uncomfortable. More openness and more discussions can help promote engagement in discussions.

B. LTAC

Not represented today.

C. CSEA

D. Partridge explained that the executive board meets the first Thursday of each month while the chapter meeting takes place the third Thursday of the month. There has not been a chapter meeting since the last College Council. CSEA has prepared a negotiations opener and it was approved by the state CSEA. A vote will take place next week at the chapter meeting and it will then be put forward to the Board agenda. D. Partridge discusses that the accreditation visit kept her busy and she had a few interesting meetings with evaluators.

The leadership institute was a professional development leadership program that was created and was to be shared with management, faculty, and ultimately classified. It did not come to fruition, and today, there are many classified staff who desire professional development.

Lastly, D. Partridge is committed to getting classified staff as individuals to help students and is working with Amy Yribarren in Health Services to promote a donation of hygiene products.

D. CSAC

Not represented today.

E. YFA

R. McKenzie reported that now that Allan McKissick has become the faculty liaison for the Board of Trustees, his various positions have opened up and a replacement election will take place. CCCI, California Community College Independence, is

having their fall conference in San Diego October 19 - 21. These conferences are attended to discuss the most recent legal issues facing the unions. CCAP agreements are also currently being discussed.

F. ASMJC

C. Lopez announced that FLOW, Free Lunch on Wednesday, is taking place this Wednesday on West Campus. On October 10, Flip is taking place as well, which is a financial literacy project that teaches students how to manage their finances. October 16 will be Library Awareness Day on both East and West Campus, from 11 to 1 PM. Child Development Day is set for October 26 at 10:30 and assists students in determining what classes are required to enter into the Child Development program.

V. ADJOURNMENT

The meeting was adjourned at 4:10.