



**College Council
Meeting Minutes
February 11, 2019**

Members	Representing	Present	Absent
Steve Collins	MJC Interim President, Chair	√	
Jenni Abbott	Technology Committee Representative	√	
Al Alt	Vice President of College and Administrative Services	√	
Flerida Arias	Interim Vice President of Student Services	√	
Patrick Bettencourt	Dean Representative	√	
Nancy Carranza	ASMJC	√	
Julie Hughes	CSEA	√	
Lisa Husman	LTAC		√
Harloveleen Hundal	ASMJC	√	
Andrew Kranzman	Academic Senate	√	
Bryan Justin Marks	Student Services Council		√
Curtis Martin	Academic Senate	√	
LaKiesha McDonald	CSEA		√
Ross McKenzie	YFA	√	
Parul Parikh	CSAC		√
Mikayla Ramirez	ASMJC	√	
Chad Redwing	Academic Senate	√	
Jim Sahlman	YFA		√
Michael Smedshammer	Distance Education Committee	√	
Sherri Suarez	CSEA	√	
Jennifer Zellet	Vice President of Instruction	√	
Vacant	Accreditation Council		
Vacant	Resource Allocation Council		
Vacant	Instruction Council		
Vacant	Professional Development Coordinating Committee		
Vacant	Student Success and Equity Committee		
Sabrina Miranda	Recorder	√	

Guests	

I. CALL TO ORDER

S. Collins called the meeting to order at 3:08 pm.

II. Information and Discussion

A. 2019-2020 Catalog

J. Zellet stated that the decision to make the MJC catalog online was made in the Instruction Office because the catalog is funded by Instruction. Most students obtain their catalog online. For the last several years, the Instruction Office is left with boxes and boxes of catalogs that then must be stored in the vault. Since most people look at the catalog online, it made the most sense to make a printable version online in PDF format. Doing this saves MJC \$14,000.

B. District Enrollment Report

J. Zellet stated that Brian Sanders and Al Alt worked with the District to present how our FTES is split amongst academic years. Usually what is shown in the schedule is the total FTES that is possible in the instructional cost analysis. MJC typically multiplies this by .97 and it is consistently correctly reflected.

III. Action Items

A. Approval of Minutes

Action Item - Motion:

Who: R. McKenzie moved, J. Abbott seconded

What: Motion to approve the minutes of January 28, 2019

- **Result: 16-ayes, 0-no**
- **Motion Carried**

B. Brandman MOU – 1st Reading

J. Zellet stated that Academic Senate has not yet passed this reading and the MOU will therefore need to come back to College Council again. It was asked if this can be passed for a first reading and return to College Council for a second reading after reviewed by Academic Senate.

Action Item - Motion:

Who: C. Martin moved, A. Kranzman seconded

What: Motion to approve the Brandman MOU – 1st Reading

- **Result: 15-ayes, 1-abstention**
- **Motion Carried**

C. One Time Money Recommendation from Resource Allocation Council

A. Alt stated that at the beginning of the year, Resource Allocation Council was asked, through the college governance process, to provide priorities about how the college will expend one-time monies that were set aside during the budgeting process. During the budgeting process, Vice Chancellor of Fiscal Services Susan Yeager set aside \$5.4 million of one-time money.

An item that has surfaced is back pay payments that are coming from sources that are currently categorical. Among others, those budgets close annually. The district has

asked the college to find ways in those categoricals to fund the retroactive pay. Categoricals do not have carry-over.

Resource Allocation Council recommends that MJC's use of one-time money be allocated to cover back pay for faculty in categoricals, funds to cover the MJC Computer Refresh Plan as provided by Central Services in the Total Cost of Ownership, and that any remaining funds for one-time money be directed to pool expenditures not covered by insurance.

Action Item - Motion:

Who: R. McKenzie moved, A. Kranzman seconded

What: Motion to approve the Brandman MOU – 1st Reading

- **Result: 16-ayes, 0-no**
- **Motion Carried**

D. Accreditation Follow Up Draft - 2nd Reading

J. Abbott stated that there are still three to four pieces of minutes that we need to attach. The work that the college has done on regular effective contact is impressive. All of the faculty as well as M. Smedshammer should feel very good about the work that has been completed.

Action Item - Motion:

Who: R. McKenzie moved, C. Redwing seconded

What: Motion to approve the Accreditation Follow-Up Draft – 2nd Reading

- **Result: 16-ayes, 0-no**
- **Motion Carried**

IV. Representative Reports

A. Academic Senate

C. Redwing stated that Academic Senate will be discussing the MOU from Brandman and the second reading of the accreditation follow-up report. The accreditation report passed a second reading but the Brandman MOU reading has been postponed to receive further clarification and questions. We have been having a dueling resolution series. Academic Senate decided we were going to provide guidelines to the curriculum committee for the first time since 2015 and have presented a couple of possible solutions. One solution has made it to a second reading and involves using the CID minimum as the maximum or using the median credit value of all community colleges in the system to determine our unit value.

B. YFA

R. McKenzie stated that MJC and Columbia College faculty are collaboratively working on determining what should be the best class size. YFA is working to revise its bylaws and will also be surveying faculty to see what we should consider in our next round of negotiations.

C. LTAC

No report.

D. CSAC

No report.

E. CSEA

S. Suarez stated that dates for negotiations for the district which will be begin at the end of this month.

F. ASMJC

H. Hundal stated that ASMJC members will be holding African American Heritage Week February 18-21. FLOW continues to be held on Wednesdays on both East and West Campus. On February 22, ASMJC will be volunteering at the African American Education Conference from 6am to 2pm

V. ADJOURNMENT

The meeting was adjourned at 4:00 pm.