



**College Council
Meeting Minutes
September 26, 2016**

Members	Representing	Present	Absent
Jill Stearns	MJC President, Chair	√	
Al Alt	Vice President, College Administrative Services/ Facilities Council	√	
Brenda Thames	Vice President, Instruction		√
Chad Redwing	Academic Senate	√	
Curtis Martin	Academic Senate President	√	
Debbi Partridge	CSEA President	√	
Elizabeth David	Academic Senate	√	
Flerida Arias	Dean of Equity and Student Learning		√
Flora Carter	College Committee for Diversity and Community		√
Francisco Banuelos	Student Services Council		√
James Todd	Vice President, Student Services		√
Jennifer Hamilton	Resource Allocation Council		√
Jim Sahlman	YFA President	√	
Jonathan Andrews	ASMJC	√	
Julie Hughes	CSEA	√	
June Hunt	CSAC		√
LaKiesha McDonald	CSEA	√	
Lisa Husman	LTAC		√
Mike Smedshammer	Distance Ed Committee	√	
Nancy Backlund	College Technology Committee	√	
Patrick Bettencourt	Dean	√	
Ross McKenzie	YFA	√	
Shelley Circle	Academic Senate	√	
Wyant "Bear" Unruh	ASMJC	√	
Vacant	Accreditation Council		√
Vacant	ASMJC		√
Vacant	Instruction Council		√
Vacant	Professional Development Coordinating Committee		√
See Al Alt above	Facilities Council	-	
Amy Bethel	Recorder	√	

Guests	
Mike Sundquist	Dean, Arts, Humanities & Communications

I. **CALL TO ORDER**

J. Stearns called the meeting to order at 3:01p.m.

II. **ACTION ITEMS**

A. **Approval of minutes of 4/11/2016 and 9/12/2016**

Action Item - Motion:

Who: C. Martin moved, R. McKenzie seconded

What: Motion to accept minutes of 4/11/2016 and 9/12/2016 as presented

- **Unanimous Approval**
- **Motion carried**

B. **2016-17 Hiring Prioritization Document**

A revised Instruction Council Hiring Prioritization Process 2016/2017 document was presented. Dean Mike Sundquist, Instruction Council member and lead author of the document, was in attendance to discuss modifications to the section on Retirement Announcement Timeline and Replacement Positions found on page 3. The changes were made in response to the need to address unexpected faculty vacancies; such as resignations, unanticipated retirements that do not meet the September 30 deadline, or the sudden death of a faculty member. The process for such vacancies read:

If the September 30th announcement deadline is not met, the vacated position will be considered and acted upon by Deans' Cabinet. The administrative process will include analysis of a completed Faculty Hire Proposal Form and will reflect consideration of the Instructional Outlook Report priorities. The faculty co-chair of the Instruction Council will participate in the administrative discussions. Deans' Cabinet will forward positions on a consent agenda to the Instruction Council.

S. Circle asked if the intent would be clearer if it were specifically stated that this change could impact resignations or retirements. R. McKenzie suggested that there be new verbiage throughout the document regarding Replacement v. Growth positions as there is a considerable amount of confusion between the definitions of the two terms.

J. Stearns reported that the FON is 294, and per conversation with Teresa Scott, Executive Vice Chancellor, growth positions are not anticipated this year. The FON is always subject to change and remains a priority for the governor.

Action Item - Motion:

Who: P. Bettencourt moved, C. Martin seconded

What: Motion to accept the revised process Instruction Council Hiring Prioritization Process 2016/2017

- **Unanimous Approval**
- **Motion Carried**

III. INFORMATION & DISCUSSION ITEMS

A. Enrollment Update & Report Draft Review

President Stearns and R. McKenzie developed a District Enrollment Report which was shared as a draft and contained data as of 9/26/2016. She explained that the first section shows actual numbers as of today and does not represent census data. The second section compares enrollments from the current year and two years prior. Where numbers are not yet approved by the auditors, they appear in grey font and will be changed to black font once approved. Confirmed numbers are shown in black font; negative numbers appear in red. At C. Martin's suggestion, negative numbers should be shown with a minus sign as the red font will not be captured should the document be photocopied. Suggested changes should be sent to President Stearns.

Target and actual enrollments were discussed. The target enrollment is determined by the state. A large spring and summer is needed to enable us to meet our targets. During the first week of fall, there were fewer changes to student's schedules than is traditionally the case. This may be an indication that student success efforts have allowed more students to begin the semester with the schedule they want and need. It is hoped that these efforts will continue to show results and more students will remain enrolled through the spring semester. Funding allocations based on FTES were discussed.

2016-17 target FTES is 14,657

Current FTES: 6130.95

Total Sections: 1595

B. Student Success and Equity Update

C. Martin reported that the Student Success & Equity Committee met last week. Tracking initiatives and plans; tracking their progress and implementation; accomplishments resulting from faculty retreat; project grants with an application process that includes a requirement that program review and assessment be completed to qualify; and the role of the SSEC in the governance structure was discussed.

C. Accreditation Update

President Stearns reported that B. Thames is serving on an external evaluation team at Oxnard College today. Her experience should be beneficial to MJC when it has its visit in fall 2017. We were given three possible dates for our visit by ACCJC. Our preferred dates are October 2 – 5, 2017 or September 25 – 28, 2017.

D. Aspen Institute - 'Frontier Set' Invitation

MJC has been invited to apply for the Bill & Melinda Gates Foundation 'Frontier Set' Network & Grant by the Aspen Institute College Excellence Program. The Aspen Institute will select recipients on behalf of the Gates Foundation. We were invited to apply because of the transformational work we are doing related to student success. If selected, we would join a small group of high-performing community colleges committed to pioneering new initiatives to improve student educational attainment.

Acceptance carries an award of up to \$630,000 payable over four years. Applications are due October 24.

It was noted that we are currently doing much of the work that would be required by the grant.

There was discussion considering the benefits and risks of applying and how College Council could be supportive of moving forward with the grant. Hearing no objections, President Stearns will move forward with asking Jenni Abbott to map the process. Any additional feedback would be appreciated by the end of this week.

E. Budget and Resource Allocation Update

A. Alt reported that the budget augmentations have been allocated.

F. Facilities Update

A. Alt reported on two issues: the state of our landscaping and the removal of a dawn redwood located on the south side of the auditorium.

Green grass gets criticism from the community; brown grass and nearby trees and bushes get criticism internally. Dr. Alt explained when water restrictions were put in place, he worked with facilities and the City to move the water usage to the sports fields for the safety of student athletes and several high use areas. In areas that see little student use, watering does not occur. Concern has been expressed over the impact this has on the trees, but an arborist has determined that the trees that appear to be affected actually have reached the end of their life cycle. On west campus, water trucks are hauling water from MJC wells to provide water to trees in the arboretum. Judy Lanchester, Assistant Director, YCCD/Campus Facilities, is working with Dale Pollard, Professor, Environmental Horticulture, to develop a landscaping plan to improve the appearance of the campus in areas that have fallen victim to watering restrictions. Overall, our water usage is below the allowable allotment.

The root system of the dawn redwood located on the south side of the auditorium was damaged during the building renovation and must be removed. The tree is at the end of its life cycle, is in danger of falling, and poses a safety hazard and threat to the building should it fall on its own. In response to the sorrow expressed by some for the loss of the tree and to preserve its history, Judy Lanchester is working with Dale Pollard to possibly propagate from the tree and replant on both campuses. Additional consideration is being given to milling the tree and using the lumber for a project on campus.

IV. ADJOURNMENT

The meeting was adjourned at 4:31 pm.

Next Meeting: October 10, 2016, Library Basement, Room 55, 3 – 5 p.m.