



**College Council  
Meeting Minutes  
March 26, 2018**

<b>Members</b>	<b>Representing</b>	<b>Present</b>	<b>Absent</b>
Jill Stearns	MJC President, Chair	√	
Al Alt	Vice President, College Administrative Services/Facilities Council	√	
Chad Redwing	Academic Senate	√	
Patrick Bettencourt	Dean of Instruction & Student Learning	√	
Flora Carter	Student Success and Equity Committee	√	
Shelley Circle	Academic Senate	√	
Julie Hughes	CSEA		√
Harloveleen Hundal	ASMJC	√	
Lisa Husman	LTAC		√
Cindy Lopez	ASMJC	√	
Curtis Martin	Academic Senate	√	
LaKiesha McDonald	CSEA		√
Ross McKenzie	YFA	√	
Debbi Partridge	CSEA	√	
Jim Sahlman	YFA		√
Elaine Schuber	CSAC		√
Michael Smedshammer	Distance Education Committee	√	
James Todd	Vice President of Student Services	√	
Emily York	ASMJC	√	
Jennifer Zellet	Vice President of Instruction	√	
Vacant	Technology Committee		
Vacant	Academic Senate		
Vacant	Accreditation Council		
Vacant	Resource Allocation Council		
Vacant	Instruction Council		
Vacant	Professional Development Coordinating Committee		
Sabrina Miranda	Recorder	√	

<b>Guests</b>	
Jenni Abbott	Dean, Institutional Effectiveness

**I. CALL TO ORDER**

J. Stearns called the meeting to order at 3:02 pm.

**II. ACTION ITEMS**

**A. Approval of minutes**

**Action Item - Motion:**

**Who: D. Partridge moved, J. Zellet seconded**

**What: Motion to approve the minutes of February 26, 2018**

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

**Action Item - Motion:**

**Who: D. Partridge moved, F. Carter seconded**

**What: Motion to approve the minutes of March 12, 2018 with amendment to verbiage under CSEA Representative Report to read "...and the members of the union."**

- **Result: 14-ayes, 0-no, 1-abstention**
- **Motion Carried**

**III. Information and Discussion**

**A. District Enrollment Report**

J. Stearns reported that our FTES generated in weekly and daily census classes is one FTES above last year. We know that our positive attendance is higher. There is still a big gap to fill with our early start summer to be able to hit our target.

**B. Regular Effective Contact Progress Update**

P. Bettencourt stated that the Academic Senate recently passed the regular effective contact guidelines that was drafted by the Distance Education Advisory Committee. At the April 9 College Council meeting, a timeline of activities and regular effective contact activities will be shared that have been planned to support professional development and address the recommendation. The series of events have been well attended.

**C. Policy and Procedures**

D. Partridge stated that the laws have changed regarding policy 7336: Certificate of Freedom from Tuberculosis, but the policy is not reflecting the change. She reported that she will share that information with her representative on policies and procedures. D. Partridge also stated that policy 2712: Conflict of Interest Code is an especially confusing policy.

**D. Dr. John Nixon: Achieving the Dream Leadership Coach**

J. Todd introduced Achieving the Dream Leadership Coach Dr. John Nixon and stated that John will be helpful in discussing the upcoming presidency transition as well as the work being completed with Guided Pathways at MJC.

J. Nixon discussed that MJC is doing great work that blends very well with Guided Pathways. This work will increase success and completion rates for students. AB 705 will result in positive changes for student success and completion and aligns with the intentions of Guided Pathways.

J. Nixon discussed that his years of work with Guided Pathways, research, and formative findings has helped him identify several red flags. One of the first that rises to the colleges is the redesign of advising. MJC has made tremendous progress in redesigning advising in areas such as counseling. Having the cohort of success specialists and faculty counselors in a coordinated and integrated fashion is something that MJC should be proud of, as many colleges are still wrestling with these ideas. In addition, MJC has taken steps to align the advisors, success coaches, and counselors with programs and meta-majors. Many structures are in place at MJC that help support students from the front door to the back door. There is still work to do to refine that, but MJC has come a long way.

Another red flag has to do with all that surrounds defining program pathways. One of the challenges for faculty is looking at what courses they have and asking why there are upper division courses in these disciplines. In defining a program pathway for transfer, it is important to look with a much finer grain of inspection at the electives that are appropriate for that major. In an ADT, colleges can simply list everything they have because a CSU says they will take it. While the CSU will take some of these courses, they are often courses that count for empty elective credit. This is misleading and results in financial aid opportunities being unnecessarily used.

Guided Pathways is providing students with intentional educational experience. The goal under the Guided Pathways framework is that the student will complete his or her first and possibly only college transfer level math and English course within the first year.

Another red flag is that once a college has defined its program pathways and metamajors, they are only useful for students when course and class scheduling aligns with them. Class scheduling needs to be much more centralized and integrated to align with program pathways and the sequence of courses that students need to take to accomplish their goal within a reasonable amount of time.

J. Nixon stated that in terms of the upcoming presidency transition, MJC has a governance structure in place that should be defended, as it is working well. There are many policies and procedures in place that reflect the work being done and what MJC wishes to do with and for students. If the directions MJC is taking are codified in procedures and policies, then it is more difficult for someone to unwind that.

#### **IV. Representative Reports**

##### **A. LTAC**

Not represented.

##### **B. CSEA**

D. Partridge reported that members approved a new job description for an Instructional Support Specialist in Distance Education and it will be moving forward to the Board of Trustees.

##### **C. ASMJC**

C. Lopez reported that FLOW is taking place every Wednesday. The month will end with Mental Health Awareness on Thursday from 10 -12 on the outside East Campus quad. The Hispanic Education Conference was well attended and was a success.

**D. Academic Senate**

C. Martin reported that at the last Academic Senate meeting, there was discussion regarding Regular Effective Contact. Minor changes were made and the room voted unanimously for the resolution. There was also a discussion on the discontinuance policy and it was passed for a second reading. This will be brought forth to College Council soon.

**E. YFA**

R. McKenzie reported that internal elections recently took place. Iris Carroll will be replacing Sarah Curl as the Vice President for MJC, Shelley Akiona will be replacing Iris Carroll as the Secretary, and Tom Nomof will be coming on as one of the MJC Member-at-Large Representatives. There will also be an all faculty meeting that will take place on Friday, April 20 at the Gene Bianchi Center in Oakdale.

**F. CSAC**

Not represented.

**V. ADJOURNMENT**

The meeting was adjourned at 4:45 pm.