



**College Council  
Meeting Minutes  
March 25, 2019**

<b>Members</b>	<b>Representing</b>	<b>Present</b>	<b>Absent</b>
Jim Houpis	MJC 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	√	

<b>Guests</b>	

## I. CALL TO ORDER

J. Houpis called the meeting to order at 3:05 pm.

## II. Action Items

### A. Approval of Minutes

#### Action Item - Motion:

**Who:** R. McKenzie moved, C. Martin seconded

**What:** Motion to approve the minutes of March 11, 2019

- Result: 17-ayes, 0-no
- Motion Carried

## III. Information & Discussion Items

### A. Faculty Hiring Prioritization, Pathways, and SCFF

This item is tabled to the next College Council meeting scheduled for April 8, 2019.

### B. Total Cost of Course

J. Sahlman explained that students are aware of their tuition costs for any course in which they enroll, and PiratesNet identifies whether particular sections are using Zero Textbook Cost (ZTC) or the actual costs of the textbooks used in other sections. However, is MJC transparent on other required costs?

- Are there sections where the faculty member may have not submitted a textbook requisition to the Pirates' Bookstore?
  - Perhaps the course will be using a packet which is purchased at an off-campus location. If so, students should know this cost up-front.
  - Perhaps the faculty member was still deciding between textbooks and didn't submit the requisition in time, so the cost for the student is unknown. This doesn't allow the student to accurately plan for actual cost of the textbook.
- Field trips which may require student fees.
- Attending performances for concerts, shows, etc., on campus or at local off-site locations (e.g., music, dance, theatre, Speech Night, etc.)
- Uniforms or other mandatory course-specific clothing (e.g., fire academy, nursing, P.E. courses, dance courses, etc.)
- Supplies (e.g., art supplies, clickers, calculators, goggles/aprons for chemistry, etc.)
- Software (or access codes to particular required software or websites, etc.)

If students are not finding this information out, they may get "sticker shock" on the first day of class. Any student should know when s/he registers for a class what the actual expenses are going to be during registration.

J. Houpis discussed that we need to be more cognizant of time to graduation. If students are spreading out textbook costs over multiple semesters, then we are unintentionally causing them to not graduate on time.

J. Houpis stated that a year ago, the state chancellor's office funded a ZTC program. There are 20 degrees now statewide that have curated the material, so finding the material and teaching those degrees can be relatively easily. There are multiple sites on the internet where you can find curated material used in courses that are reviewed by the professor teaching the courses. Academic Senate should discuss this issue and it would be ideal to have it codified by the end of the fall semester.

### **C. MJC Vision Goal Setting Process – Planning Session to Draft MJC College Vision Goals (1<sup>st</sup> Reading)**

J. Abbott explained that the information being presented today is a combination of student focus group findings that were held as well as some preliminary findings from our annual student survey that is distributed to 3700 students. Of the 3700, we received a 14% response rate. Additionally, Institute Day recommendations that were provided this year during table sessions with approximately 300 faculty, administrators, classified professionals, and Board members of what they thought were solutions to some issues and are listed in categories that we will walk through.

J. Abbott dispersed handouts to all members to review and discuss. There is no consequence to not meeting the goals, but each of the goals is also linked to the student funding formula. Currently it is being called incentivized funding, where we can receive additional funding for students who meet these goals. The more students who complete, the more funding we receive. We have baseline data in areas we did not have before. By setting a target, we will have something to measure against and aim for, with steps planned out on how we can reach our goals.

The issues that need unpacking include: waitlist, scheduling and registration, teaching financial literacy, workforce goals, helping students gain employment in the area in which they study, earning a living wage, developing partnerships, automatic conferral, intentional advising by program faculty, articulation from K12 to college, ensuring classes taken at MJC articulate to CSUs and UCs, Warriors on the Way, contextualized math and English, assisting students in developing a LinkedIn account, allowing graduated students to continue using career services, and FTIC impact on College Skills 100.

#### **Action Item - Motion:**

**Who: C. Martin moved, A. Kranzman seconded**

**What: Motion to approve the MJC College Vision Goals as a first reading**

- **Result: 17-ayes, 0-no**
- **Motion Carried**

### **D. College Technology Committee Requests Status Update on Electronic Catalog Project**

This item is tabled to the next College Council meeting scheduled for April 8, 2019.

## **IV. Representative Reports**

### **A. ASMJC**

H. Hundal stated that on April 1<sup>st</sup> and 2<sup>nd</sup>, ASMJC will be holding elections for the 2019-2020 year. April 25 will be Cram Night.

**B. Academic Senate**

C. Martin stated that the program review template and the teaching and learning center were both discussed at the last Academic Senate meeting. Both issues passed unanimously.

**C. YFA**

R. McKenzie stated that Modesto and Columbia faculty continue to work on class size. In some areas, it is stalled a bit because administration is overworked. YFA is currently working on revising bylaws, in particular with respect to membership. Elections are coming up and J. Sahlman will no longer assume the role of YFA President. The YFA is having a social in Oakdale on April 9 for MJC and Columbia faculty.

**D. LTAC**

No report.

**E. CSAC**

P. Parikh stated that CSAC is currently in the process of writing a mini grant for classified professionals.

**F. CSEA**

S. Suarez stated that it is time to put money into development for classified professionals. Negotiations are still currently taking place.

**V. ADJOURNMENT**

The meeting was adjourned at 5:10 pm.