



**College Council
Meeting Minutes
April 13, 2020**

Members	Representing	Present	Absent
Jim Houpis	President, Chair	√	
Shelley Akiona	YFA	√	
Maryanne Ambler	LTAC	√	
Flerida Arias	Vice President of Student Services	√	
Patrick Bettencourt	Dean Representative	√	
Nancy Carranza	ASMJC		√
Shelley Circle	Academic Senate	√	
Julie Hughes	CSEA	√	
Andrew Kranzman	Academic Senate	√	
Bryan Justin Marks	Student Services Council	√	
LaKiesha McDonald	CSEA		√
Ross McKenzie	YFA	√	
Jennifer Novoa	ASMJC	√	
Parul Parikh	CSAC	√	
Mikayla Ramirez	ASMJC	√	
Chad Redwing	Academic Senate	√	
Sarah Schrader	Interim Vice President of College and Administrative Services	√	
Michael Smedshammer	Distance Education Committee	√	
Tiffnie-Ann Versola	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		
Vacant	Technology Committee		
Sabrina Miranda	Recorder	√	

Guests	

I. CALL TO ORDER

J. Houpis called the meeting to order at 3:03 pm.

II. Agenda

A. Approval of Minutes

Action Item - Motion:

Who: R. McKenzie moved, F. Arias seconded

What: Motion to approve the minutes of March 23, 2020

- **Result: 18-ayes, 0-no**
- **Motion Carried**

B. 20-21 MJC Tentative Budget

S. Schrader stated that in January, Resource Allocation Council reviewed relevant inputs to the budget development process which included the Governor's Proposed Budget. Subsequently, RAC reviewed the District's budget development timeline and the major components of the MJC budget: total cost of Permanent Personnel, PTOL needs to meet FTES target and budget available for operational expenses.

It is important to note the budget is in the earliest stages and is subject to change as the State and District budget process progresses. The next most informative step in the process is the Governor's May Revision and then the Adopted Budget, typically completed by July.

While the State budget and the California Community College budget is likely to change in the coming months, each site within the District (MJC, Columbia and Central Services) is responsible for submitting a tentative budget to Vice Chancellor Susan Yeager consistent with the District Budget Timeline. Each site must develop a tentative budget consistent with the 2020-21 Budget Targets issued by Vice Chancellor Susan Yeager on 03/27/20.

S. Schrader reviewed the 20-21 Tentative Budget document with the Council.

Action Item - Motion:

Who: M. Ambler moved, R. McKenzie seconded

What: Motion to approve the 20-21 MJC Tentative Budget

- **Result: 18-ayes, 0-no**
- **Motion Carried**

C. Version Two of Resource Allocation Model

S. Schrader explained that this is an informational item currently making its way through our shared governance process in order to receive feedback and address questions. S. Schrader reviewed the Resource Allocation Model's ten-step process with the Council and advised that it will be agendized for approval at a future College Council meeting.

D. Pirate Housing Grant

F. Arias stated that MJC has been awarded a housing grant from the state chancellor's office. An application process has been established and streamlined in Etrieve. Once the form is completed, it is sent to Financial Aid for evaluation. Funds are awarded based on individual status and are dispersed each week. Currently 20 students have been served

with all monies being distributed directly to students.

E. ACCT Institute – First Reading

C. Redwing explained the ACCT Institute document is a proposal for an institute that would provide a portion of the programming for our future teaching and learning center. In the fall semester, a professional development survey was released campus wide. The results of the survey, as well as feedback from both faculty and the professional development committee, have been incorporated into the document and is now before College Council for a first reading.

Action Item - Motion:

Who: B. Marks moved, A. Kranzman seconded

What: Motion to approve the ACCT Institute document for a first reading

- **Result: 18-ayes, 0-no**
- **Motion Carried**

III. Representative Reports

A. ASMJC

M. Ramirez stated that MJC's first annual Pride Education Conference will take place via Zoom on Saturday, April 25. An ASMJC Town Hall will take place on April 17 to gain more information from students regarding their experiences during the Covid-19 pandemic. A recording of the Town Hall will be made available online. ASMJC held its elections and are proud to announce Jennifer Novoa as their new President-elect.

B. CSEA

T. Versola stated that CSEA is currently working on MOU negotiations for the Covid-19 emergency. Classified staff are continuing to work hard remotely, while custodial staff have returned to campus to work. The next chapter meeting is currently scheduled for April 24 via Zoom.

C. LTAC

M. Ambler stated that LTAC is discussing how to best support staff remotely and encourages everyone to practice self-care during this time. LTAC is currently creating its own website and all feedback and suggestions are welcome.

D. YFA

R. McKenzie stated YFA events have been placed on hold. Bylaw changes and elections of officers are still taking place. Faculty are concerned that data from the current semester, and future semesters possibly affected by Covid-19, will be used to measure various success metrics. There are also concerns regarding adjunct, as not all are able to transition to new teaching modalities as full time faculty have. There is also concern surrounding program discontinuances, particularly programs that require hands-on learning.

E. Academic Senate

C. Redwing stated that the FPDC will begin creating virtual professional development next week and hope to hold a virtual retreat this summer. Ashli Bumgardner and Michael Smedshammer have provided excellent trainings and have assisted in transitioning hundreds of faculty and staff to remote learning and working. On April 27, the Academic Senate and Office of Instruction will be hosting a town hall to

answer faculty questions regarding submitting final grades and receiving the most up to date information affecting grading.

F. CSAC

No report.

V. ADJOURNMENT

The meeting was adjourned at 3:57 pm.