



**College Council
Meeting Minutes
March 12, 2018**

Members	Representing	Present	Absent
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	√	

Guests	
Jenni Abbott	Dean, Institutional Effectiveness
Robert Stevenson	Professor, Arts & Humanities

I. CALL TO ORDER

J. Stearns called the meeting to order at 3:07 pm.

II. ACTION ITEMS

A. Approval of minutes

Action Item - Motion:

Who: J. Zellet moved, R. McKenzie seconded

What: Motion to approve the minutes of February 12, 2018

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

III. Information and Discussion

A. District Enrollment Report

J. Stearns reported that we have not yet hit our target for this year. Summer registration can change the gap that needs to be filled in order to hit our target.

B. Institutional Set Standards and IEPI Metrics

J. Todd stated that we have several institution set standards that are sent to the ACCJC on a yearly basis. If we fall below our institution set standards, the policy to address the issue would be to have College Council appoint a task force to look into the issue and address it.

J. Abbott discussed a handout that J. Todd distributed. The handout explains that institution set standards are based off internal Datatel reporting, for inclusive student number count and unduplicated award levels. Set forth are five standards, listed as A – E. The way that we set the standard is by using the lowest average from the last five years. When looking at the first standard regarding successful student course completion, the breakdown of terms and success rates are set forth on the second page of the handout and is currently 66.6%. The second standard is the total number of degrees and certificates completed combined. We set that standard at 1220 based on the 12-13 year. We are at 1521 in 16/17. The third standard is degrees only and is also based on the 12-13 year, but we are currently higher than that. The fourth standard is based just on certificates and is currently at 401. The last standard is the transfer rate, which has dipped a little bit. The number for transfer rate is a preliminary number only. These numbers are not our goals, but simply standards that we do not want to fall below.

J. Todd explained that the state chancellor's office is no longer requiring us to report on all these goals because they are attempting to align goals with the vision of the statement that Eloy Oakley released in 2017.

C. President's Update

J. Stearns reported an update regarding faculty hiring prioritization. One position was brought forward with recommendations from Instruction Council through the participatory process. Every year there have been changes made and adopted in an attempt to make the process the most effective process as possible. The position that came forward with reservation was not the position that was vacated by our retirement, but a different position that the division determined would better meet their needs moving forward. Part of the challenge is that the position currently is in

foreign language, which is an area of low enrollment that has not supported offering additional levels of the course. The full time faculty member was also teaching in ESL in order to have full time load. The recommendation came forward that instead of replacing that position, that it would be a position that would be Spanish and ESL.

J. Zellet stated that the position was sent back to the division and department for reconsideration. What guided everyone's proposals, not just for replacement positions within the division, but also new growth positions that we might have asked for is the Instructional Outlook Report. The Instructional Outlook Report was given to everyone before it was time to do any analysis so that everyone could look at the goals and data for the year. Lengthy conversation took place and it was in the division's opportunity to redress their proposal that the position came back as described by J. Stearns. Instruction Council decided to forward the proposal with reservation based on further dialogue.

J. Stearns discussed the struggle of having enough capacity to meet student needs in the area of mathematics at MJC and stated that she has been in consultation with deans' cabinet, office of instruction, and Curtis Martin to discuss the impact of adding a permanent tenure track faculty position in mathematics. J. Stearns stated that she has concluded that it is very important that we hire a full time tenure track mathematics position, explaining that the fear is that if we do a one year temporary position that we may not have the opportunity to fill it next year. There is no uncertainty around MJC's on-going need to have a math faculty.

IV. Representative Reports

A. LTAC

Not represented.

B. CSEA

D. Partridge stated that CSEA is pleased that the message they have been sending through HR to management regarding filling vacant positions has been received. This month CSEA is voting on a new job description for an Instructional Support Specialist for Distance Education. A few more positions are brewing that CSEA has questions about and they are working on getting their questions answered as well as ensuring that they are doing what is best for students and the members of the union.

C. ASMJC

C. Lopez reported that there is an event on March 13 called You Are What You Eat, which will be an educational lesson on nutrition. The Hispanic Education Conference will be held Saturday, March 17. There will be a Town Hall on Monday, March 19 for students who have any questions regarding anything on campus. Ag Awareness Day is on Tuesday, March 20. Health Services Day will be held on March 22.

D. Academic Senate

C. Martin stated that there are two major resolutions up for a second reading. The first is regarding regular and effective contact and the second is program viability/program discontinuance. The math department will be doing a presentation at College Council to let senators know what changes have been going on in the department to meet the mandates of the new initiative and especially AB705.

E. YFA

No report at this time.

F. CSAC

No report at this time.

V. ADJOURNMENT

The meeting was adjourned at 4:13 pm.