

**Modesto Junior College**  
**College Council Meeting Minutes**  
**February 7, 2011**

**Present:** Mike Adams, Julie Berg, Jillian Daly, Carmen Fernandez, Wendy Griffiths-Bender, Gaither Loewenstein, Adrienne Peek, Joan Van Kuren, Karen Walters Dunlap, Barbara Wells, Sam Pierstorff (Faculty Consultant to the Board)

**Absent:** George Boodrookas, Rosanne Faughn, Don Low, Adam Webber (ASMJC)

**Guests:** Rose LaMont, Jamey Wilson (student)

**Business**

**1. Review of Minutes**

**Action Item**

The minutes of January 24, 2011 were approved with thumbs up vote.

**2. Review of Agenda**

Gaither Loewenstein reviewed the agenda with members.

**PRESIDENT'S OFFICE**

**INSTRUCTION**

**3. Accreditation/Institutional Effectiveness (AIE) Committee Update**

Karen Walters Dunlap reported that AIE met last week and is moving forward with the results of the prioritization process survey that was emailed to the college community recently. There were approximately 190 responses to the survey. Ken Hart, Director of College Research, is doing a drill down to retrieve more specific information from the survey results. Preliminary results of the survey indicate that a lot of people who were not part of the Planning & Budget Committee or the Accreditation/Institutional Effectiveness Committee did not feel they were a part of the prioritization process. Updated information will be provided at a later date regarding more detailed survey results.

Karen Walters Dunlap informed members that a tentative date of May 12 has been set for the annual end-of-the-year assessment workshop. The assessment report and the assessment work group will be agenda items. A save-the-date invitation will be sent out for this workshop.

PRNet will go live shortly. Ken Hart has been doing study sessions with the different groups to talk about the reports that are available.

#### **4. Enrollment**

Karen Walters Dunlap reported that the college is flat right now. The numbers that were run last week are 10 FTEs less than last year which is approximately where the college wants to be. The summer schedule is currently being looked at.

#### **5. Report - Institutional Effectiveness congruency with mission statement and SLOs**

Discussion ensued and it was agreed that MJC's general education, institutional SLOs have been determined to be congruent with the college's mission statement and SLOs.

### **STUDENT SERVICES**

#### **6. Disruptive Student Notification**

Barbara Wells referred to the email sent out by the VP of Student Services, Don Low. She stated that his message was *if you have a problem with a student, refer to your academic dean, and if the behavior persists or is unable to be resolved, the student should be referred to the VP of Student Services*. Barbara expressed concern that some students have huge problems and it may be that the academic dean is not equipped to handle the problem. There may be times when you need another process that will be more effective in protecting faculty and the rights of the student.

Gaither Loewenstein suggested that this concern be brought up at the next Student Services Council meeting, making sure your representative on the council reports that concern. Karen Walters Dunlap said that this will be discussed at IAC as well. Carmen Fernandez suggested training for the deans.

**Note:** Don Low was not in attendance to respond.

### **COLLEGE ADMINISTRATIVE SERVICES**

#### **7. Planning & Budget Committee (PBC)**

Mike Adams reported that PBC had a very big meeting last Friday with an overflow of Forum 102. Mike reported that it was more of a venting session than what it was intended to be. The meeting was intended to be peoples' suggestions for budget cuts but 90% was concern and questions about the process and what is going to come in the future. He felt that institutionally, it was very valuable and most questions were answered by our president who did a good job. Some people saw it negatively and some positively.

Gaither Loewenstein stated that he thinks the value of the budget forum to people was that we were able to openly communicate what the process and criteria are going to be. Gaither added: Obviously, some people are not going to be satisfied with the outcome and will challenge the process. It is impossible to come up with \$8 million in cuts and make everyone happy. As a result of the budget forum, the dire budget situation became more real to a lot of folks.

The March 4<sup>th</sup> budget forum will be held in Sierra 132 which is twice as large as the February forum venue. The forum will open with the co-chair entertaining a motion to accept the list of budget cut recommendations by the president. Once the motion is on the floor, it will be

followed by discussion and at the end of discussion, a vote will be taken on accepting the list. If the Academic Senate does not approve the MOU which outlines a temporary emergency procedure for eliminating programs and supersedes the Program Viability Procedure, there will *not* be a vote by PBC on March 4<sup>th</sup>, just discussion.

Gaither will be sitting down with the vice presidents on February 11<sup>th</sup> for suggestions to work on during the following weekend. Gaither will be releasing on February 28<sup>th</sup> or March 1<sup>st</sup>, his list of budget cut recommendations.

A time limit will be set for the speaker and the topic for the March 4<sup>th</sup> forum. Gaither reminded members: When an item is taken off the list, a corresponding item needs to be placed on the list. The ownership of the list has to reside with the president of the college so people maintain civility toward one another. This issue supersedes a shared governance issue and the district has to make a decision. The list does *not* have to be approved by the Planning & Budget Committee and the Academic Senate in order for the board to approve it. Gaither will report to the trustees, however, any votes that are taken.

## **8. Measure E/Facilities/Capital Construction**

Gaither Loewenstein reported that the college appears to be moving forward with a Turlock Education Center on land owned by CSU, Stanislaus on Geer Road. He is looking at two, 750 square foot classrooms. CSU, Stanislaus President Shirvani is trying to set up a ground breaking ceremony to take place shortly. It is anticipated that the center will probably open in Spring 2012 with the goal of staying within the budget. ESL and work prep for a total of 8 classes will be offered. A similar plan will be implemented at Patterson with a different mix of classes.

In reviewing plans for the Student Services building for the first time, Gaither discovered that the building is quite oversized in respect to certain uses. For instance, there are 29 counseling offices in the building and there are only 18 counselors and there are three deans' offices and also other plans for deans' offices elsewhere. Because it is too late to change the plans, Gaither concluded that the college is going to have to make better use of the Student Services building. As a result, the Morris Building will *not* be renovated and some of those areas planned for the renovation will go in the Student Services building. Gaither will work with the vice presidents and the deans in Student Services regarding the office areas.

The Muir and El Capitan buildings are being looked at but there is nothing to report at this juncture.

Carmen Fernandez gave the following update regarding Measure E projects:

- The Ag Pavilion is on target to be completed in August.
- The Art building is out to bid for an August completion.
- The Allied Health building is on track for a June completion.
- East campus parking lot going out to bid on February 9<sup>th</sup> with a target of a fall opening.
- Founders Hall renovation is on track to be reopened in July.
- The High Tech building is in the design phase.
- Library swing space is being worked on.
- The Science Community Center has been delayed due to the steel issue.
- The Science Outdoor Education Center is starting the design phase.
- The softball concessions building will be completed in July.

## **Facilities/Capital Construction**

Facilities/Capital Construction will meet next week.

## **CONSTITUENT REPORTS**

### **Academic Senate**

Mike Adams reported that the main topic of discussion was the MOU which supersedes the Program Viability Procedure. The Senate did not come to resolution on whether to vote for the MOU and directed PBC to approve criteria for budget cuts. As a result, there will be a special Senate meeting on Thursday to vote on the MOU. A lot of faculty have been coming into the Senate office and asking Mike questions about seniority and workload.

### **YFA**

Jillian Daly reported that YFA is in the mode where they are gathering information and learning something new every day. Faculty like the more detailed information YFA is sending out regarding the budget situation. Jillian added that the information about budget cuts does not soothe the faculty in any way, and the whole awkwardness is that they are in negotiations at the same time.

### **CSEA**

Julie Berg reported that she is hearing the same thing from CSEA members who are wondering where the cuts are coming from and where do they stand. Joan Van Kuren says she is getting asked "how many" and she is responding, *\$8 million*.

### **IAC**

Karen Walters Dunlap reported that IAC talked about the budget as well as SB1440 and transfer model curriculum implementation and what that means for degrees.

### **Student Services**

No report.

### **ASMJC**

No report.

### **College Management Council (CMC)**

Gaither Loewenstein reported that CMC spent an hour last Friday talking about budget cuts. Everyone was concerned about how to break the news to individuals who are on the list and trying to figure out a way to tell people who are affected before the list goes out to the college community. Gaither attempted to give CMC members advice on how to handle these situations and he conceded that none of us has had a lot of experience in this regard. The final list will go out the day after the board approves it.

## **ADJOURNMENT**