

Modesto Junior College
College Council Meeting Minutes
January 23, 2012

Present: Larry Calderon, Jillian Daly, Rosanne Faughn, Michael Guerra, Cece Hudelson-Putnam, Bill Kaiser, Allan McKissick, Adrienne Peek, Tanya Smith, Brenda Thames, Joan Van Kuren, Karen Walters Dunlap, Doug Dyrssen (ASMJC)

Absent: John Zamora

Guests: George Boodrookas
Laura Dyrssen
John Griffin
Lloyd Jackson
Rose LaMont
Kevin Sabo

Business

1. Review of Minutes

Action Item

Allan McKissick wanted the minutes to reflect that the bulletin boards are now gone from Founders Hall and not *replaced with white boards*. Allan corrected the minutes to add the word "lock" to key fob.

Jillian Daly moved to approve the minutes of December 5, 2011 with corrections. Joan Van Kuren seconded. The minutes of December 5, 2011 were approved as amended.

2. Review of Agenda

Larry Calderon reviewed the agenda with members. Doug Dyrssen added Renovation of Fireside Lounge under information.

PRESIDENT'S OFFICE

3. Planning

Larry Calderon distributed copies of the full Board Policy 4103 – Academic Senates. He also distributed a document that spelled out college councils and standing committees membership, purpose, and report out information.

Larry Calderon referred to his proposed realignment of MJC Governance Process Related to Strategic Planning and Resources Management document. He has met with the Senate and presented the concept of splitting the Planning & Budget Committee function, separating the planning process from the currently recognized Planning & Budget Committee. He reminded members that separation of the Planning & Budget Committee has not reached closure. The attempt to reach closure is the result of an accreditation recommendation. He proposed this to Cabinet this morning and also a proposal to define college standing committees in the manner he has defined in the handout. He stated that it became evident that information needs to be brought forward.

Board Policy 4103 speaks to what *rely primarily* and what *mutual agreement* means. Some of this is captured on the blue card the Senate has shared with College Council. Larry drew attention to item IV and read as follows:

The Board of Trustees shall reach “mutual agreement” between the Academic Senates and the Board on selected areas. “Mutual Agreement” means that recommendations shall be prepared by either the Academic Senates or the Board’s designee, and are subsequently ratified by both. If “mutual agreement” cannot be reached, existing policy shall remain in effect unless continuing with such policy exposes the District to legal liability or causes substantial fiscal hardship, which the Board shall promptly communicate in writing to the respective Senate(s).

Larry Calderon stated that he thinks the findings of the last accreditation and recent preliminary findings redirects the function of decision making on campus and creates need. He is taking issue with the fact that the Planning & Budget Committee needs ratification by the Senate to split the two functions and this says he has the delegation and authority to split the two functions. He assigned planning to the College Council and budget to the Budget Committee in the proposal. He maintained the Senate co-chairs for both the college budget committee and the Accreditation/Institutional Effectiveness Committee (AIE) and brought the proposal before College Council today. Larry said that it would be his recommendation that after he leaves, this committee structure be in place and the vice presidents take on the responsibility of these positions.

Jillian Daly said that she is unsure how AIE and the budget committee connect. Larry Calderon responded that the direction for overall guidance would come from College Council. All issues and challenges would first be brought to College Council for understanding and some level of consensus. Information would be taken by him to Cabinet for further discussion and it would be another opportunity for shared governance leadership to chime in. Information could go back out and give a chance for input before a decision by the president’s office. Jillian added that we need to look at the proposal and discuss it because the current system is broken.

Doug Dyrssen interjected that if the college loses accreditation, it puts the college at risk for lawsuits from students.

Karen Walters Dunlap added that what is missing is the follow-up information and a diagram of putting it into operation.

Allan McKissick stated that the Senate is waiting for a proposal and at the last joint meeting it was called a work in progress. There was no consensus at any table on this. The Senate has simply been waiting to see a proposal. The same rationale “we are going to lose accreditation” could be used over and over again. Larry Calderon responded that if the Senate would like him to write up written rationale for these changes, he would be perfectly happy to do so.

Adrienne Peek clarified that the Senate has never had the opportunity to vote on a proposal because they have not finalized the process out of the meetings they have had. She added that the Senate is very close but cannot take action without resolutions, and she must advocate the will of the Senate. A formal proposal has to be on the Senate agenda in advance. Adrienne reiterated that we have done a lot of work and have come really close to an agreement. When we come to a final document we can all agree on, that would go to the Senate and she felt the Senate would approve it. She cautioned that any other process would invite people to dig in their heels.

Jillian Daly said that what *she heard* from Larry is that this is a proposal and we are going to take as much time as needed. We are supposed to be discussing its value, and if we should move forward. What she *heard* is that it is okay and what is missing is a flow chart.

James Varble stated that after the December 19th meeting, he was under the impression that we would have one more meeting. We do have here a more flushed out structure. The students also are a big

constituent group. He suggested a meeting with the ASMJC Senate, before Larry Calderon leaves, for a special Senate meeting.

Larry Calderon reiterated that he would be happy to prepare a document.

Adrienne Peek stated that according to the Brown Act, the Senate agenda would have to be out today. It would take about a month with the two meetings for final approval.

Allan McKissick said that it would be nice to see what the accreditation report says before we move forward. He added that he did hear earlier from Larry Calderon is *I would hereby make the separation*.

Michael Guerra suggested that College Council take responsibility and develop a statement and submit it to the Senate.

Joan Van Kuren stated that she thinks it would be a good idea to have that one more meeting and flush out the flow chart because everyone seemed to think it was a good idea. Maybe putting it on a computer during the meeting when the Senate is there and make changes on the flow chart when everyone is there.

Adrienne Peek pointed out that the Senate must do business with a first and second reading and does not do their business arbitrarily.

Jillian Daly suggested a special College Council meeting on Monday with all constituent group representation to finalize a proposal to go to the Senate and college committee. A group is needed to take Larry Calderon's proposal and flow chart and make a recommended proposal and bring to the full committees on Monday. If approved, it would go to the Senate for a first and second reading.

James Varble would like more ASMJC Senate members invited to this meeting.

ACTION

Allan McKissick moved to allow the entire ASMJC Executive Council be invited to the meeting. Allan subsequently dropped his motion.

There was general consensus to have a joint meeting on Monday, January 30th from 3:00 to 5:00 p.m. with College Council, AIE and Planning & Budget.

Group membership to prepare a draft document:

Karen Walters Dunlap, Brenda Thames, James Varble, Jillian Daly, Tanya Smith, Adrienne Peek, Allan McKissick, Rose LaMont.

4. Accreditation

Larry Calderon reported that the college has still not received the accreditation report. He, Karen Walters Dunlap and Ken Hart went before the Accrediting Commission for Community & Junior Colleges (ACCJC) meeting recently and were allowed five minutes to address the commission. He gave a brief description of the commission meeting. The report is expected by the end of the month.

INSTRUCTION

5. Accreditation/Institutional Effectiveness Committee (AIE)

Karen Walters Dunlap informed members that an email will be going out soon with deadlines for Program Review 2012-13 which is due May 15th. February 1st is when PRNet will have everyone's

work review done. Comments from the review will be posted. Assessment update: Moving some of the recommendations, talking about SLOs and outcomes. Professional development is being planned for faculty. The committee is moving forward on finalizing a distance education plan. An advisory committee is being worked on that the Academic Senate committee also worked on. The goal is to have a first draft of the distance education plan by March 1st. A team was sent to an accreditation conference.

6. Enrollment

Karen Walters Dunlap reported that the college is down 5.5% reduction in FTEs, clarifying that they are planned reductions. Conversations are starting and it looks like the college is going to have to make some cuts. A scheduling task force is being set up to determine sections to cut or reduce. May 8th is the annual institutional effectiveness workshop and is a daylong assessment workshop.

STUDENT SERVICES

8. Update

Brenda Thames informed members that the Health Fee increase will be on the next College Council agenda. A way is needed to find a way to allocate funding for ADA compliance issues.

COLLEGE ADMINISTRATIVE SERVICES

9. Measure E

Michael Guerra reported that the Board approved Measure E projects and an update on Measure E projects (detailed handout was distributed). A Secondary Effect task force, a very task related process, identified procedures. The task force will continue to meet and address other space issues.

In part, a listing of **recommendations** by the task force to the president follows:

1. Using Lock Out to maintain control of space until it is allocated.
2. IAC and SSC deans provide a list of any plans they have with any/all spaces.
3. Community Ed and Tech Ed and Workforce Development to share space in second floor of Muir Hall.
4. Move Campus Safety to the Journalism building permanently.
5. Temporarily move East Duplicating Services for swing space to West Campus Duplicating area.
6. Annex 103 will be swing space for the Math Drop-In and Writing Center.
7. Morris 107 will be swing space for Career Transfer Center.
8. Petitions Office in Student Center will be swing space for International Students.

10. Founders Hall – Issuing of keys to exterior doors

Jillian Daly informed members that the next day after the last meeting, faculty received key cards to get into Founders Hall.

11. Founders Hall Ramps

Michael Guerra reported that ramps were removed and put elsewhere to address curb height. He added that ramps would have gone into the traffic lane with the current compliance requirements.

12. Planning & Budget Committee

Michael Guerra reported that PBC will be meeting and continues to move forward. One-time money will be going out as well as lottery allocation.

CONSTITUENT REPORTS

Academic Senate

Adrienne Peek reported that the Senate has had one meeting since December 8th. The Senate passed a resolution for a second reading. The Senate has lost its administrative secretary and will now try and make do with a 50% replacement. Money to replace has to come from somewhere and with a 50% person only, some things won't get done. She added that Larry Calderon approved an expenditure from the president's office.

YFA

Jillian Daly informed members that YFA goes back to the table Thursday. Negotiation of salaries and benefits will take place in the spring. YFA Exec was held in Columbia. There was strong support for the current article with some minor modifications. Several MOUs were completed: One for a security camera and for the placement of security camera notification. There isn't proper signage in some areas. Notification will be given when broken cameras are going to be filming again.

CSEA

Rosanne Faughn reported that a meeting was held as well as officers' nominations. Right now they do not have a first vice president. Some current officers have switched roles. Rosanne is president again for another year. No one else wanted to run for president. Rosanne said that she is excited because there is one new officer from Columbia. CSEA has an MOU regarding cameras. The document itself was revised and signed off.

IAC

Bill Kaiser reported that IAC met for the first time this semester this morning. Among some of the things talked about was combining IAC and Student Services Council. IAC was reminded that the campus climate survey will go out again. IAC reviewed the Patterson site diagram.

Larry Calderon added that the college received the program review report back from the Athletics Program and it was a good review.

Student Services

No report.

ASMJC

Doug Dyrssen informed members that Kevin Sabo was elected vice president of the state organization, SSCCC to work on student success. ASMJC is pretty active on the state wide level. ASMJC will be having a barbeque and film festival. ASMJC is also working on the renovation of the fireside lounge to create a space for the students. ASMJC is working with Columbia to get a district-wide student trustee for both Columbia and MJC.

Laura Dyrssen said in renovating the Fireside Lounge they want to create a mutually functional environment for the students and an inviting room. ASMJC is working with the Campus Development Advisory Committee and the Facilities Committee. It is hoped to have it done by the fall semester. There will be lounge seating, more table seating, and work spaces in the back. There will also be more electrical outlets, improved lighting, and smart technology. The lounge will also be painted and the flooring redone. An art exhibit that will change every year is also planned.

Michael Guerra complimented the students on their work.

FUTURE AGENDA

1. Health Fee Increase