



**Modesto Junior College
Joint College Council/PBC/AIE Meeting Minutes
January 30, 2012**

Attendance:

The meeting was attended by thirty members, with duplication of membership in two or three of these groups. The meeting was facilitated by Karen Walters Dunlap.

Planning

At the January 23rd College Council meeting, there was general consensus to schedule a joint meeting with College Council, the Accreditation/Institutional Effectiveness Committee (AIE) and the Planning & Budget Committee (PBC) to hopefully approve a draft integrated planning model flow chart and the splitting of the PBC planning and budget functions.

The group that prepared a draft document included: Karen Walters Dunlap, Brenda Thames, James Varble, Jillian Daly, Joan Van Kuren, Adrienne Peek, Allan McKissick, and Rose LaMont.

Karen Walters Dunlap facilitated the meeting. Since the December 19th joint meeting where a rough draft proposal was created, a small group meet last Thursday and refined the rough draft. This rough draft will be taken back to constituent groups for input. Next steps will be a timeline and responsible parties.

Karen distributed and reviewed the **draft proposal** which addresses the splitting of the Planning & Budget Committee and is as follows:

Draft Proposal

Planning & Budget Committee

- Split the committee
- Renamed the Resource Allocation
- Co-chaired by the Vice President of College & Administrative Services and the Academic senate President
- No longer an Academic Senate Standing Committee

College Council

- Charge to be modified
- Expand membership to include broader representation

Accreditation/Institutional Effectiveness Committee

- Remains a standing committee of the Academic Senate

Karen Walters Dunlap also distributed a linear schematic participatory governance flow chart also created by the small group. Karen noted that the structure and framework and flushing out of membership needs to be agreed upon. Cece Hudelson- Putnam requested that YFA be included in the schematic. Rosanne Faughn requested that both CSEA and CSAC be included as well.

Karen Walters Dunlap summarized:

- All other components, i.e., strategic planning will be put together.
- AIE stays as an Academic Senate Committee that does college work.
- Take this out to constituent groups saying this is what we agreed on. Get feedback and bring back for group discussion.

Action

There was thumbs-up agreement on the draft proposal regarding the three college committees. This proposal will be an item on the March 5th College Council agenda.

NEXT STEPS

Development of a narrative that explains each of the groups. Adrienne Peek pointed out that technology and diversity committee representatives were also proposed by Dr. Calderon.

Training of members was suggested. Karen Walters Dunlap reminded members that a handbook of governance at MJC is needed and is one of the end products we need to have.

Adrienne Peek suggested that we can begin to have some of these narratives ready to go out to our constituents.

Karen Walters Dunlap proposed having a work group from the three committees or a steering committee that is going to develop a shared governance manual for the college. They would do the work and bring it back. Iris Carroll suggested that a narrative could be done in pieces before the shared governance manual is completed.

Shared governance handbook work group membership:

Brenda Thames (lead), James Varble, Doug Dyrssen, Martha Robles, Robin Jones, Nora Seronello, Cece Hudelson-Putnam, John Zamora, Maurice McKinnon, Allan McKissick, Laura Dyrssen, Rob Stevenson, Debi Bolter, Rosanne Faugh, Adrienne Peek.

Action

By July 1st, a draft of the share governance handbook will be completed. Monthly updates will be given on the progress of the handbook to College Council.

ADJOURNMENT