

**Modesto Junior College**  
**College Council Meeting Minutes**  
**October 10, 2011**

**Present:** Larry Calderon, Jillian Daly, Rosanne Faughn, Michael Guerra, Cece Hudelson-Putnam, Bill Kaiser, Allan McKissick, Adrienne Peek, Brenda Thames, Karen Walters Dunlap, John Zamora, Sam Pierstorff (Faculty Consultant to the Board), Doug Dyrssen (ASMJC)

**Absent:** Joan Van Kuren

**Vacant:** CSEA representative

**Guests:** Jenni Abbott, Antoinette Herrera, Rose LaMont

**Business**

**1. Review of Minutes**

**Action Item**

Jillian Daly moved to approve the minutes of September 26, 2011. Bill Kaiser seconded. The minutes of September 26, 2011 were approved by aye vote.

**2. Review of Agenda**

Larry Calderon reviewed the agenda with members.

**PRESIDENT'S OFFICE**

**3. Technology Plan – Revisit for Final approval**

Bill Kaiser reported that he has not heard any concerns regarding the proposed Technology Plan. It was noted that the suggested revisions have been made to the plan.

**Action**

Jillian Daly moved to approve the Technology Plan. Rosanne Faughn seconded. The Technology Plan was approved by aye vote.

**4. Decision-Making Document Task Force**

Larry Calderon reported that the task force group got bogged down. He explained that the decision-making document was written and incorporated into the self study. The document also sunset in 2010, triggering a review of the document. He felt that the concern around the room was that there are some obvious gaps and understanding that it needs to be revised and embraced. Larry recommended accepting it for what it is and moving forward and describing the process we want to make to update the document. Larry asked, *does it need to be reviewed and updated, yes*. He thinks we are at a point where we want to move forward and begin to rewrite the decision making process.

Allan McKissick added that we committed ourselves to reviewing and ratifying the document and he felt it is a good idea.

Larry Calderon suggested using the existing document for whatever purposes we need. He also felt that broader representation on the task force was needed to have more buy-in in the development stage. He is in the process of requesting more names to add to the task force to begin to work in a little more robust way and reflective of all Senate and CSEA. A new document would result, using the old document as a foundation. Allan McKissick reiterated that he thinks it is a good idea.

## **5. Tobacco Free College**

Cece Hudelson-Putnam informed members that about a year and a half ago, College Council had a first and second reading on this agenda item. Her concerns were cigarette butts all over campus and the cost. She requested that everyone take this to their constituent groups. Cece commented that some campuses limit smoking to the parking lots.

Allan McKissick moved to accept today's discussion as a first reading. Jillian Daly seconded.

Jillian Daly added that the issue came up in the past regarding, how does the college police or enforce no smoking or is it just a sort of philosophy?

Cece said this would go from College Council to District Council.

Jillian informed members that if you want the district, Columbia College has to be included. Cece responded that Columbia YFA could be asked to participate.

Doug Dyrssen has observed that the campus has half faded and chipped away signs regarding smoking regulations. He added that cigarette butts are all over because there aren't containers everywhere. He further stated that if our security cannot enforce smokers staying 20 feet away from buildings, they cannot enforce no-smoking on campus. Doug feels that we need to look at what can be done to make the situation better. He said that he would have to do more research to find out how no-smoking on campus affected Santa Rosa.

Allan McKissick suggested surveying schools to see how it has worked for them.

Doug Dyrssen reported that ASMJC is looking to make improvements on campus and might be willing to buy containers and signs.

Larry Calderon suggested that areas be set aside for smokers, adding this has worked on some campuses.

Doug Dyrssen advised that a no-smoking policy will create quite a stir and he will definitely make sure to make students aware and ask for ideas.

### **Action**

The motion to accept agenda item Tobacco Free College as a first reading was passed by aye vote.

The agenda item will return for a second reading.

## **6. Continued discussion regarding Planning**

Larry Calderon stated that his thinking was planning needed a much more robust discussion. He remarked that discussion has gone in several directions and has not reached any closure. He added

that compromise, at this juncture, is to create an expanded group that includes College Council. He asked if we should have a group that excludes Planning & Budget or just combine with Planning & Budget?

Jillian Daly asked for an explanation of the separation of Planning & Budget and how it works. Larry Calderon responded that the budget is the operational piece and receives direction from planning in his experience. The budget committee does not deal with, or, if this program or that program gets priority or funding. As money becomes available, budget is supposed to fund in this order.

Adrienne Peek added that Planning & Budget has spent most of its time receiving the prioritized staffing lists and pulling all that together. Planning & Budget has not really been figuring out how to fund anything. She added that getting everyone's language clarified is important.

Jillian Daly stated that she is *hearing* that Planning & Budget should just remove the budget part and create a whole new committee that is *budget operations*.

Larry Calderon explained that there needs to be a broad based group and after discussion, there needs to be a smaller group to make decisions from that information. There needs to be a place also where the revenue managers can discuss where discretionary money goes. Priorities would be set by planning. The reason for broadening the group is so we don't have a small group giving all the input. He further explained that he may not be getting the whole story if we depend on single individuals. A perspective could be brought up with a larger group that might not be brought up in a smaller group. It is a check and balance thing.

Cece Hudelson-Putnam added that if you have a broad based group, you have more chance for creative input.

Larry Calderon stated that if we agree to the concept, let the need dictate the forum. He will bring back flow charts to show how this would work and run this through President's Cabinet as well.

Karen Walters Dunlap suggested having a joint meeting with the Planning & Budget Committee, if we are talking about moving away from the Planning & Budget Committee.

Allan McKissick suggested flow charts for the Senate meeting.

#### Action

There was general consensus that a joint meeting with the Planning & Budget Committee be set up for discussion regarding planning.

#### INSTRUCTION

##### 7. Accreditation/Institutional Effectiveness Committee (AIE)

No report.

#### STUDENT SERVICES

##### 8. Asthma Flag

Antoinette Herrera reported that she is still in the process of gathering information on the asthma flag program. She did find out that 90% of the schools fly the flag on the same pole as the American and California flags. She explained that this flag is really for individuals who have health issues.

## **COLLEGE ADMINISTRATIVE SERVICES**

### **9. Measure E**

Michael Guerra reported meeting with the task force last week where some progress was realized with displaced staff due to secondary effects. The meeting will continue next week. He added that a matrix of secondary effects was previously put together that was good.

### **10. Facilities/Capital Construction**

Michael Guerra reported that the Facilities/Capital Construction committee is meeting and making good progress on openings. Announcements will be made as projects move forward.

## **CONSTITUENT REPORTS**

### **Academic Senate**

Adrienne Peek reported that the Senate had a Distance Ed study session. The Senate studied institutional effectiveness data that applies to on-line instruction vs. regular instruction. Members broke up into groups and looked at the data. Barriers that faculty have that might impede them was discussed as well as barriers perceived by students, i.e., emails not answered, no student support for on-line. A task force was created to further study the data and bring back recommendations for some policies and Senate resolutions going forward. The Senate is in the process of planning for various councils and appointing faculty.

Adrienne is looking forward to having Joan Smith, Larry Calderon, and Karen Walters Dunlap meet with the Senate regarding the upcoming accreditation team visit.

### **YFA**

Jillian Daly explained that at the College Council meeting in August, she reported that the Senate completed an MOU for donation of sick leave. She explained they ran into a little pot hole which since then has been worked out. The leave donation plan starts November 1.

Jillian stated that she learned a lot from what happened last spring regarding faculty service areas. She added that a district-wide committee needs to be created to improve faculty service areas that involves the union.

Jillian added that YFA is doing good work and it is very detailed work.

### **CSEA**

Rosanne Faughn reported putting out a request last week asking for reps for the Administrative Council. She has had some pretty good response and some were on the council last year. She will make those appointments probably the end of this week.

Rosanne stated that CSEA does have a classified catastrophic leave donation program, only vacation time is donated instead of sick leave. In the past, general donations for the pool and special donation was done. Now, just an annual donation is done.

### **IAC**

Bill Kaiser reported that the focus the deans really think about often is program review because it is on their plates a lot and there are always some glitches. The deans have received a lot of handouts on

prioritizing. The IAC Council is gearing up and has expanded the membership to include more faculty.

Bill added that IAC also talked about little things important to them like arranged hours and the Perkins report which is really the CTE program.

### **Student Services**

No report.

### **ASMJC**

Doug Dyrssen commented that the biggest thing ASMJC is concerned with right now is to make the campus better for students long term. One item is what can be done to the fireside room to make that less of a dungeon and more useful for students, more of a lounge and comfortable. A task force is working on this item. Several other projects are also going on.

MJC will be going to the board meeting on October 12 to meet with Lt. Governor Gavin Newsom partially to ask what he thinks of the chancellor taking a pay raise. Doug would like to get the answer regarding why we are worried about one person's median pay but not our faculty.

Larry Calderon responded that the chancellor did not receive a raise. Rather, it was her new position as chancellor, not her position as president. He pointed out that in the interest of transparency, she had her contract placed on the board agenda.

Allan McKissick suggested that it might be a good idea to frame some questions and send them to the chancellor asking directly about concerns before the meeting.

### **ANNOUNCEMENTS**

Larry Calderon informed members that the college is beginning to explore a joint use agreement for our stadium and facilities with Modesto City Schools. A fee structure for use of facilities is also being looked at.

### **FUTURE AGENDA**

1. Tobacco Free Campus – 2<sup>nd</sup> Reading
2. Continued discussion regarding Planning

### **ADJOURNMENT**