

**Modesto Junior College
College Council Meeting Minutes
November 5, 2012**

MEMBERS

Council Member	Representing	Present	Absent
Jill Stearns	Chair	√	
Susan Kincade	VP Instruction	√	
Michael Guerra	VP College Administrative Services	√	
Brenda Thames	VP Student Services	√	
Debi Bolter	YFA Rep		√
Jillian Daly	YFA President	√	
Rosanne Faughn	CSEA President	√	
Bill Kaiser	IAC Rep	√	
Allan McKissick	Academic Senate Rep		√
Debbi Partridge	CSEA Rep	√	
Tanya Smith	CSAC Rep	√	
James Todd	Academic Senate Rep	√	
John Zamora	Academic Senate President	√	
Kevin Sabo	ASMJC President	√	
Mike Sharif	ASMJC Executive		√

SUBSTITUTE

Name	Member Substituting for
Rob Stevenson	Allan McKissick

Business

1. Call to Order and Introductions

Jill Stearns called the meeting to order.

2. Review of Agenda

Jill Stearns reviewed the agenda with members. James Todd added a discussion of meeting times.

3. Review of Minutes

John Zamora stated that it was James Todd who presented the 8 recommendations document on page 3 of the October 1, 2012 minutes.

Action Item

Jillian Daly moved to approve the minutes of October 1, 2012 with John Zamora's correction. Kevin Sabo seconded. There was general consensus to approve the minutes with the correction.

Kevin Sabo moved to approve the minutes of October 22, 2012. Susan Kincade seconded. There was general consensus to approve the minutes of October 22, 2012.

4. Board Policy – Second Reading follow-up for Recommendations

Service Animals

Bill Kaiser read an email from a staff member who has reviewed all existing board policy and the proposed modification to allow for service animals. The person made the conclusion that since there is no prohibition in Board Policy against having pets in general in our instructional spaces, there is no need for a special dispensation to allow service animals to attend class.

The person recommended the following 3 items be added to the service animals board policy.

- Pets may occasionally be brought to campus for instructional purposes, as approved by the division dean. E.g. practical aspects of a veterinary technician class or speech event.
- Animals may be used for instructional purposes, e.g. aquarium or terrarium in science or livestock in agriculture.
- Other than as delineated in the board policy, pets may not be brought into campus buildings.

Michael Guerra added that he would like to see inoculation papers on animals sent forward for proof of current vaccination.

Jill Stearns reminded members to keep in mind that some people are afraid of dogs.

A recommendation was sent forward to include in Board Policy that dogs have to be current on vaccinations.

Collective Bargaining

No recommendation was sent forward.

5. Follow-up Visit – October 31 – November 1, 2012 - Report

Jill Stearns reported that the visit by the accrediting team went incredibly smooth. Everyone made sure technology was in place, the team room was comfortable, and the hospitality was great. The team did mention that last year there were technology problems but not this year. Jill only met with the chair and the team met with the VPs. The answers from the Resource Allocation Council (RAC) members aligned with what the administrators told the team. The team knew they were familiar with the report and the document we talked about in meetings. She has been told that the team was really nice and that was good to hear. Ideally, Jill would have the draft from the team the end of next week. Jill just gets to review for factual content. She felt that it was a pretty positive visit.

Susan Kincade added that it was a team effort and that everyone really pitched in to help.

6. Student Mental Health Program grant (SMHP) - Antoinette Herrera

This item was tabled to the next meeting.

7. Meeting Date Proposal

Jill stated that she felt it best to have everyone meet and decide on a meeting date. However, James Todd suggested establishing meeting dates and times would help in recruiting faculty to serve. The group mapped out a council meeting schedule that avoids conflicts.

Jillian Daly informed members that it is in YFA bylaws that meetings are on Wednesdays.

James Todd informed members that Tuesday is when the Curriculum Committee meets. He added that the reason he suggested Wednesday for College Council is the Board and District Council meets on Wednesday and that would be a good day for all the big meetings.

Jillian Daly will need to bring the scheduling issue to YFA because the meeting time is part of their bylaws.

Jill Stearns put the known meeting times of the different groups on the white board. In the end, it was determined that College Council will meet on the second and fourth Mondays from 3-5. She added that if a holiday happens to fall on the second or fourth Monday, then there would not be a meeting held. This would allow for another group to schedule a meeting on the first and third Monday of the month.

REPRESENTATIVE REPORTS

YFA

Jillian Daly reported that YFA is working very hard to get Prop 30 passed. YFA has a new PAC chair, Steven Miller. YFA is in the middle of ratifying for the concessions. The election ends November 9th. Research topics were narrowed down. Other items being looked at are maximum/minimum class size, load factor, lecture/lab loads, parking lot, non-instructional issues, and appointment time. A work group meeting will be held on Friday to pick out research details: Contractual co-horts, student success rate demographics, number of sections offered, units and core units, to see if we are articulating. The purpose of research is to get money for total compensation. YFA also wants to see how MJC's productivity compares to other districts.

Issues on parking lot: Flex days, our contract says one thing and district says another, professional development stipends, responsibility days on campus, office hours, time spent on emails with students, and commencement day time.

Jillian reported that the 2013-2014 calendar was approved by the committee and a tentative 2014-2015 calendar. The calendar is a negotiated item. Assessment Day needs to get on the calendar that is negotiated. The 2013-2014 calendar is status quo. The 2014-2015 calendar is a test drive for a longer break between fall and spring and is not settled. Columbia wants to take a longer look at this because they have an earlier start.

CSEA

Rosanne Faughn reported that CSEA is also working very hard on Prop 30. CSEA is negotiating contract language and different articles. Nominations open for next year for E-Board. Concessions were ratified and a strong percentage passed.

IAC

Bill Kaiser reported that the highlight of the meeting was degree audit. There will be live training on degree audit with the counselors on Thursday. The degree audit program has everything in it including all built-ins. Dean's Cabinet will have an all-day retreat November 20th.

Brenda Thames clarified that to get the maximum benefit out of degree audit, it will involve faculty advisors. She clarified that in order to get the most utility, we will need to have discipline based faculty advisors.

Student Senate

Kevin Sabo reported that he attended the general assembly last weekend at Rancho Mirage. There was a parli pro breakout that James Varble presented at. Funding of education and a lot of issues

other colleges were having were discussed at the assembly. Items such as performance based funding, Student Senate representation of students rather than just having 10 seats, and making them different student areas was discussed. There are issues at other colleges regarding Higher One services for financial aid where if there are costs incurred, the costs are deducted from the students' financial aid.

Academic Senate

John Zamora reported that the plenary session is coming up that some Academic Senate members will attend. Area E meeting will be held on the 19th. Information will be shared with faculty regarding course ID number. Major resolutions will be affirmation of 10+1. John referenced Brian Sinclair's work regarding disciplines not requiring a master degree and moving forward. John explained that Area A is a narrow portion down the center of California to Bakersfield. VP of Instruction, Susan Kincade was at the last Senate meeting for a Q & A session and there were some good questions. Antoinette Herrera, Director of Health Services will be in attendance regarding the mental health program at the next meeting. The Academic Senate is discussing the council structure.

John Zamora announced that at the end of the fall semester, he is returning back to the classroom due to the lack of computer graphic faculty in his division. Nominations will be opened for president-elect, Senator, and Adjunct-at-Large positions.

James Todd reported that Curtis Martin has resigned as the program review person. He said that the Senate is going to really have to replace that position. The assessment work group is working to start a new cycle for the spring. He added that hopefully, our five year cycle will be done.

Student Services

No report.

ANNOUNCEMENT

FUTURE AGENDA

1. Student Mental Health Program grant (SMHP) – Antoinette Herrera

ADJOURNMENT