

**Modesto Junior College**  
**College Council Meeting Minutes**  
**November 21, 2011**

**Present:** Larry Calderon, Jillian Daly, 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:** Rosanne Faughn, Sam Pierstorff (Faculty Consultant to the Board), John Zamora

**Guests:** Rose LaMont, John Williams

**Business**

**1. Review of Minutes**

**Action Item**

Allan McKissick requested that a statement in the minutes that Larry Calderon said *the decision making document was reviewed and accepted by the Academic Senate* be stricken from the record as he does not recall that being said.

Jillian Daly moved to approve the minutes of October 10, 2011. Bill Kaiser seconded. The minutes of October 10, 2011 were approved, as amended, by aye vote.

Jillian Daly moved to approve the minutes of November 7, 2011. Bill Kaiser seconded. The minutes of November 7, 2011 were approved by aye vote.

**2. Review of Agenda**

Larry Calderon reviewed the agenda with members.

**PRESIDENT'S OFFICE**

**3. Tobacco Free Campus – 2<sup>nd</sup> Reading**

Allan McKissick suggested that there might be a less extensive proposal College Council could work on in the future rather than totally banning smoking and that such a proposal might not require approval by the YCCD Board of Trustees.

Jillian Daly reminded members that a smoking area was created for Pirates Village. She felt that it makes sense to discuss a smoking area now that Pirates Village is gone.

Doug Dyrssen felt that legislating a campus wide ban would result in other problems. He added that the spray paint line on the ground, designating a smoking zone in Pirates Village, had people standing in the sun. A place is needed for smokers to go that is out of the elements. If a smoking ban is adopted campus security will have to enforce it. Right now there are hardly any signs up, or they are faded, regarding current policy. We should do what we can to pursue designated areas on campus for smoking.

Jillian Daly said the first step she would recommend is having new signage. She would like to know what the cost would be for signage. She added that there needs to be some type of covering if we designate a smoking area.

Larry Calderon said that he would take it to Cabinet and ask for more detail on the impact and would direct appropriately.

Joan Van Kuren reported that in the Science areas they have posted new signage in the last year and there is going to have to be a campaign to get the word out.

Jillian added that signage helps her because she can point it out to smokers.

Karen Walters Dunlap said that faculty and staff have had to be the enforcers at times when security is not available.

Larry Calderon said that he would look at Campus Development for smoking areas and how many to place.

Allan McKissick suggested that new signage and lines on the ground 20' from entrances, and added that just banning smoking on campus would probably be cheaper than creating appropriate designated smoking areas.

#### Action

Jillian Daly moved that this council approve new non-smoking signs for buildings and the concept of smoking areas put over to the Campus Development Committee to study and come up with a recommendation. Cece Hudelson-Putnam seconded.

Allan McKissick amended to ask for the appropriate bodies on campus, like the CDC, to address several alternatives, such as new signage for the current policy, designated smoking areas, and a ban on smoking, such as at Santa Rosa, and compare and contrast the pros and cons. The amendment was adopted.

Motion passed with aye vote.

#### **4. Continued discussion Regarding Planning – Integrated Planning Model Diagram**

Michael Guerra stated that there was consensus that there needs to be two separate committees and everyone coalesced around it.

Rose LaMont distributed the graphics generated from the breakout groups during the joint College Council/Planning & Budget Committee meeting. She is in the process of waiting for feedback from her Resource Allocation Process narrative. Rose gave Sherri Potts credit for creating the actual graphic.

Karen Walters Dunlap requested double arrows leading to and from groups as this was going to be our integrated planning model. Larry Calderon requested switching strategic plan and the three master plans positions. Allan McKissick requested a double-sided arrow Academic Senate to College Council.

Larry Calderon reported that he requested a special meeting December 8<sup>th</sup> with the Senate for discussion with the full Senate regarding governance. His interest is simply to come to an agreement on the committees that are operational in nature to discuss strategic and operational matters. He was concerned about encumbrance created by going back and forth to the Senate.

Allan McKissick interjected that it would take the agreement of the Senate to change the Planning & Budget Committee.

Rose LaMont distributed the first draft. She reported that people want the College Council to still be called College Council, not Strategic Planning, but it would have the charge of strategic planning. Larry Calderon added that he would like to see a discussion at Cabinet on membership and come back to this body and use it as a task force to flush out the balance of the membership.

Rose will meet with the graphic artist to refine this model.

## **INSTRUCTION**

### **5. Enrollment**

Karen Walters Dunlap reported that even if there are mid-year cuts, we will not be cutting classes. She has started the conversation at IAC regarding if there is a workload reduction. A task force is looking at the short term for east and west, to be reconciled with the needs associated with the new buildings. Ken Hart's projection shows pretty much a 50/50 split from east to west when the new science building opens. Scheduling is being done for the new science building to be open next fall with all the science classes and math faculty on west.

Karen stated that enrollment is right on track and lower in FTE generation than last year but that was to be expected.

## **STUDENT SERVICES**

### **8. Update**

Brenda Thames reported that Student Services is moving ahead with Title V.

## **COLLEGE ADMINISTRATIVE SERVICES**

### **9. Budget**

Michael Guerra reported waiting to hear if the triggers are going to be affected. He added that the college is ok this year and the coming year but it is year three we really have to be planning for. He will be coming through with recommendations for funding and is open to any suggestions. Michael added that this district is well positioned and there is a lot to be said for the leadership.

### **10. Measure E**

Michael Guerra reported that Measure E is still on track. Pirates Village is being dismantled. He thinks the plan for a parking lot for the space but is not definite. The asphalt would have to be repaired and restriped. Karen Walters Dunlap reported that there are a lot of PR requests for white board. An integrated learning area that is under budget was proposed.

Michael stated that there was some question about installing cameras in common areas.

Allan McKissick felt that there should be at least a discussion because people are sensitive about the issue of surveillance. He added that the Senate and YFA are good places to be talk about it.

Jillian Daly stated that she would call legal counsel because there may be significant legal issues.

Karen Walters Dunlap said to check in with CSEA.

Michael Guerra will research and bring the information back. His concern is security and the loss of equipment. He believes that a camera is a deterrent and he has asked the Director of Campus Safety for a recommendation on security alarms.

## **CONSTITUENT REPORTS**

### **Academic Senate**

Allan McKissick reported that the Senate had a number of action items. Discussion was held on working collegially with YFA regarding Faculty Service Area (FSA) retreat rights during layoffs. The Senate is discussing a resolution concerning hiring prioritization, which states that restoration of eliminated programs should be highly prioritized. Another resolution concerns the Decision Making document and the president's suggestion that there should be an expanded task force to work on it. There was a bylaw change providing that the Senate could delegate to committees decisions not needing ratification by the full Senate. Adrienne Peek added that Pat James, Dean of Library and Technology and Distance Education at Mt. San Jacinto College and Co-Director of @One, will do a one- hour presentation on distance ed at the December 1 Senate meeting.

### **YFA**

Jillian Daly reported that YFA is heading towards the first completed draft of the FSA proposal. YFA is going to have a big meeting with the Senate leadership to go through the proposed articles. Retraining and reassignment would be part of policy regarding layoffs. It is going to be a complicated process. Jillian visited Columbia College on Friday and they had a difficult time in assigning courses to disciplines. She added that this work should have been done in 1990 and it is very important.

Ballots are going in mailboxes for bylaws amendments. At large positions on the YFA Representative Council are open for east and west campus. The issue is whether we need positions differentiating between east and west campuses, e.g., what is the purpose, and how do you speak to constituent groups? The bylaws proposal is to change to simply two MJC at-large representatives as long as they are from two separate divisions. A study on salary and health benefits is being created. The study will be based on the negotiated cohort and also on another cohort.

### **CSEA**

No report.

### **IAC**

Bill Kaiser reported that the deans brought forth the equipment list. The technology piece was taken out and given to the technology committee.

### **Student Services**

Brenda Thames reported that Student Services is trying to assess what they need for training in SLOs to get those in place. She is working with the task force to identify space.

### **ASMJC**

No report.

## **ANNOUNCEMENTS**

Larry Calderon announced that on January 4<sup>th</sup>, there will be a ribbon cutting ceremony for Glacier Hall and the Ag Pavilion. He stressed that this is not the grand opening. Hardhat tours for the trustees are also being organized.

## **FUTURE AGENDA**

1. Founders Hall issues progress – Allan McKissick
2. College priorities – Karen Walters Dunlap

## **ADJOURNMENT**