

**Modesto Junior College**  
**College Council Meeting Minutes**  
**September 12, 2011**

**Present:** Larry Calderon, Jillian Daly, Lorena Dorn for Don Low, Rosanne Faughn, Carmen Fernandez, Bill Kaiser, Rose LaMont (YFA sub), Allan McKissick, Adrienne Peek, Joan Van Kuren, Karen Walters Dunlap, John Zamora, Sam Pierstorff (Faculty Consultant to the Board), Doug Dyrssen (ASMJC)

**Absent:** Don Low

**Vacant:** CSEA representative

**Guests:** Jenni Abbott

**Business**

**1. Review of Minutes**

**Action Item**

Allan McKissick requested that the minutes reflect his statement that the decision-making manual is perceived by the Academic Senate as inaccurate. Rose LaMont was not in attendance.

The minutes of August 15, 2011 were approved with the modifications.

**2. Review of Agenda**

Additions to the agenda:

1. Health Fee Increase

**PRESIDENT'S OFFICE**

**3. College Council Structure**

Larry Calderon proposed the concept of extending College Council representative membership for strategic planning. This would include additional membership from the senate, classified and management to restore the level of confidence at the college. Dr. Calderon would like this body to become, as much as possible, an advisory body to the president. He would chair all meetings, receiving input and if additional deliberation was needed, he would take it to President's Cabinet, a smaller version of this body for further deliberation, if possible.

Dr. Calderon reflected that this would also be an opportunity to grow together. People could be invited in to discuss issues that now face the college. A common knowledge base could be developed, enabling the president to have the basis for a more informed position. Membership should also be balanced so all the disciplines are represented. This group would be a brainstorming, learning organization.

Allan McKissick cautioned that there might be a need to *formally* change the list of College Council membership. Jillian Daly pointed out that College Council is also reference in the faculty handbook.

Adrienne Peek added that if the committee and charge are going to be expanded, the additional piece would be the Planning & Budget Committee. The planning piece would come off Planning & Budget, to become just budget. In many of the college's planning agendas, it stated we would revise our decision-making document so this would be the time to make a change.

Allan McKissick responded that he would have to take this back to the Senate.

Larry Calderon would like to bring representation in from the Classified Staff Advisory Committee (CSAC). He stated that he is introducing concepts and asking for College Council's consideration.

#### **4. Decision-Making Document**

Larry Calderon requested members for a task force for the decision-making document to flush out revisions for the November 7<sup>th</sup> College Council meeting. The following College Council members will serve on the decision-making document task force and will meet before October 10<sup>th</sup>.

##### ***Decision-Making Document Task Force***

Larry Calderon (chair)  
Rosanne Faughn  
John Zamora  
Carmen Fernandez  
Allan McKissick  
Rose LaMont

#### **5. Technology Plan**

Jenni Abbott distributed copies of the Technology Plan draft which she has taken to the Planning & Budget Committee twice and also the President's Cabinet. She stated that the plan has five work goals. The Technology Plan is bringing all of the processes together and also establishing a line item for the budget which does not exist now. After soliciting help from Adrienne Peek and the committee for outcomes measures, Jenni has come up with two specific outcomes. 1) Faculty and staff will demonstrate increased knowledge of current technology-enabled learning in their roles at the college. 2) Students will demonstrate increased knowledge and skill in technologies used in the classroom, at home and in the workplace. A technology survey was done last year and will be done every year to demonstrate increased knowledge and demonstrate increase in skills she hopes to measure.

Jenni referred to page 24 of the document for the charge and membership of the Campus Technology Committee, adding that this body would become the 4<sup>th</sup> council for Planning & Budget. Jenni stated that this plan would avoid duplication of technology and people on the committee have some experience and expertise with technology. Karen Walters Dunlap encouraged everyone to read the self-study which refers to it. Adrienne pointed out on page 24 that the college does not have a VP of *Administrative Affairs* as is stated.

Sam Pierstorff responded that there is a general feeling that technology must be used, no matter what, and above all. Allan McKissick said that the immediate fear is that this is going to become so centralized that division and department level discussions will not matter enough. Jenni respond that they do not want to take away the ability for the divisions to make requests.

Allan cited the recent situation of the overhead projectors no longer being available for use and no one was made aware of it. Karen Walters Dunlap will get the word out on the overhead projector situation.

## Action

The Technology Plan document was referred to the Academic Senate for review. Jenni Abbott will make the document available electronically. The document will be revisited by College Council.

## INSTRUCTION

### 5. Ag and Research positions

Karen Walters Dunlap reminded members that last year the college prioritized a position for Ag for the new buildings and that was a new position. The person who got that new position was already an employee and that left a vacant position when he accepted the new position. The desire is to move forward with filling the vacated position, Instructional Support Technician – Ag Mechanics, because it is a safety issue. She pointed out that this is a replacement position, it is not new money.

Mark Anglin stated that they did the right thing by hiring the best person who happened to be in-house. He pointed out that if they hired someone from the outside for the new position, we would not be having this conversation. Mark was very adamant that it was never the intention to, in essence, take from one program and leave that program without.

Allan McKissick stated that he has to talk to the Senate before he can offer his support for the decision. It was pointed out that the replacement position does not need Senate approval.

Larry Calderon informed members that the Director of College Research position is on the September Board agenda. He brought the position to Planning & Budget (PBC) explaining that it was a critical decision to move forward on it because of lack of information without that position. PBC members felt that it was important because of accreditation and other data related items the college is trying to do that are critical. Adrienne strongly agreed that the research position is really important. The proposal to reinstate the marketing position has been withdrawn. Several faculty representatives present stated their concerns that these hires would undermine the possibility of restoring academic programs and positions eliminated last academic year. Jillian Daly pointed out that the executive decision has been made and now we need to move forward.

## Action

The Instructional Support Technician – Ag Mechanics classified position Request to Announce will be signed by the president and forwarded to HR to open the position.

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

No Update

### 7. Enrollment

No report

## STUDENT SERVICES

### 8. Health Fee Increase

Lorena Dorn reported that there is a certain threshold that health fees can be increased by and it is \$1. Health Services operates totally on what the students pay. Karen Walters Dunlap informed members that the college did this two years ago with a \$1 increase. Lorena stated that the increase was used to buy more supplies and provide mental health services.

Jillian Daly stated that she would like to see if the state increases tuition. Adrienne Peek responded that tuition would not go up until the summer. Allan McKissick asked if Health Services was in the red. Lorena did not know the answer and will ask the Health Services director. Allan requested asking if it is anticipated that Health Services will be running in the red or if services have to be cut.

Doug Dyrssen will probably bring the health fee increase up at the next ASMJC meeting. He feels that Health Services provides a very vital service to the students and if they are going to be losing services, he would be in favor of a fee increase.

Lorena Dorn or the Vice President of Student Services will revisit College Council with the answers.

## **COLLEGE ADMINISTRATIVE SERVICES**

### **9. Planning & Budget Committee (PBC)**

No report.

### **10. Measure E**

Carmen Fernandez reported that the president called for reconciliation of the Measure E budget and a task force was formed. There will be a second meeting of the task force on September 21<sup>st</sup>. Larry Calderon added that President's Cabinet wanted some ground rules laid down for this task force. Allan McKissick inquired about adding faculty representatives to the task force. Larry Calderon responded that the stakeholders need to be there but the more concise the group, the better.

#### ***Charge from Dr. Larry Calderon, Interim President for the Measure E Task Force:***

1. Discuss facilities needs and the secondary effects of completion of Measure E projects and establishing a plan for utilization of vacated space.
2. Review the Measure E budget and projected deficit and to make recommendations to balance the budget.

#### ***Measure E projects update:***

**Allied Health:** The move has started and faculty offices and some classrooms are being used for the fall term. Punch corrective work continues with full occupancy during the fall term.

**Infrastructure/MJC West Roads Project:** The project continues, with work complete to allow access to the front of the west campus.

**Agriculture Center for Education:** The Project is nearly complete and the occupancy will happen during the fall term.

**Science Community Center and GVM:** Work on superstructure, fireproofing and interiors.

**Student Services:** Work on both the interior and exterior continue.

**Founders Hall:** The project is complete, with the exception of punch corrective work, classes are starting fall term.

**High Tech Center:** Working on preparing the Department of State Architect submittal.

### **11. Budget**

No report

### **12. Facilities/Capital Construction**

No report

## **CONSTITUENT REPORTS**

### **Academic Senate**

No report

### **YFA**

No report

### **CSEA**

Rosanne Faughn thanked the managers and faculty who cooked and served food at the August 18<sup>th</sup> Classified Staff Appreciation Breakfast. Five board members attended the breakfast and she received a thank you from a board member. Classified Staff Appreciation awards were received by Sharin Barnes, Denise Godbout and Rosanne. There will be a chapter meeting this Thursday. Rosanne added that she is just trying to recover and move forward.

### **IAC**

Bill Kaiser reported that IAC looked at the distance ed report from the state chancellor's office. The interesting part of the report was why students drop. Students blamed themselves rather than the college with reasons like work commitments, family obligations, illness, and some thought the on-line classes would be easier.

### **Student Services**

Lorene Dorn reported that if the Board approves, the new VP of Student Services will come on board on October 10.

### **ASMJC**

No report.

### **College Management Council (CMC)**

No report

## **ANNOUNCEMENTS**

Larry Calderon announced that on September 19<sup>th</sup> there will be a huge kick off for the 90<sup>th</sup> anniversary of MJC. The event will start with the unveiling of the refurbished original MJC seal on the quad with the school band and short speeches. The audience will then move to the auditorium to view a historical video produced by Wes Page, followed by a reception in the lobby of PMAC. Alumni, retirees and the public have been invited to this event.

## **FUTURE AGENDA**

1. Technology Plan – Revisit

## **ADJOURNMENT**