



College Council Meeting Minutes
January 27, 2014

MEMBERS

Council Member	Representing	Present	Absent
Jill Stearns	MJC President, Chair		√
Susan Kincade	VP Instruction	√	
Vacant	VP College Administrative Services		
Brenda Thames	VP Student Services	√	
Bill Anelli	Academic Senate	√	
Florida Arias	Professional Development Coordinating Committee	√	
Nancy Backlund	College Technology Committee	√	
Francisco Banuelos	Facilities Council	√	
Debi Bolter	YFA President		√
Iris Carroll	Distance Ed Committee	√	
Flora Carter	College Committee for Diversity & Community	√	
Paul Cripe	Resource Allocation Council	√	
Rosanne Faughn	CSEA President		√
Jennifer Hamilton	Academic Senate President-elect		
Cece Hudelson-Putnam	Dean		√
Lisa Husman	LTAC	√	
Deborah Laffranchini	Instructional Council	√	
Bryan Marks	CSAC	√	
Ross McKenzie	YFA Rep	√	
Debbi Partridge	CSEA	√	
Martha Robles	Student Services Council	√	
James Todd	Academic Senate President	√	
Andrew Campbell	ASMJC President	√	
Korey Keith	ASMJC	√	
Luis Rebolledo	ASMJC	√	

GUESTS

Name	Title
Brian Sinclair	Faculty Consultant to the Board

I. Call to Order

Susan Kincade called the meeting to order in the absence of Chair, Jill Stearns.

II. Welcome and Introductions

Susan Kincade welcomed everyone and introduced new LTAC representative, Lisa Husman.

III. Action Items

A. Approval of Agenda

Susan Kincade requested that the following two items be added to the agenda:

1. Parking Fee increase
2. Grant Exploration

Action Item:

Motion: Jennifer Hamilton moved to approve the agenda with the additional items above.
Seconded by: Iris Carroll seconded.
Result: The amended agenda was approved by aye vote.

B. Approval of Minutes

Action Item:

Motion: Jennifer Hamilton moved to approve the minutes of December 9, 2013.
Seconded by: Iris Carroll
Result: The minutes of December 9, 2013 were approved by aye vote.

IV. First Read

A. YCCD Board Policy:

1. 7260 – Classified Supervisors and Managers

Action Item:

Motion: Andrew Campbell moved to approve the agenda item as a first reading.
Seconded by: Iris Carroll
Result: Board Policy 7260 was approved as a first reading by aye vote.

2. 7240 – Confidential Employees

Discussion centered around the words *develop or represent* management positions (line 10). It was clarified that *position* in this instance means the *stand or stance* that management takes on an issue.

In reference to confidential employees not being eligible for inclusion in a bargaining unit (line 14), it was pointed out that no management employees are eligible for inclusion in a bargaining unit.

Action Item:

Motion: James Todd moved to approve the agenda item as a first reading.
Seconded by: Jennifer Hamilton
Result: Board Policy 7240 was approved as a first reading by aye vote.

3. 7235 – Probationary Period Classified Employees

There was no discussion regarding this item.

Action Item:

Motion: James Todd moved to approve the agenda item as a first reading.

Seconded by: Andrew Campbell

Result: Board Policy 7235 was approved as a first reading by aye vote.

4. 3900 – Time Place and Manner

There was concern and discussion ensued about free speech intruding into areas that have been reserved for activities such as ASMJC and club events on the quad.

There was discussion about the designation of grassy areas, walkways, and similar common areas (line 10) being an ambiguous description.

It was pointed out that this board policy has been constructed on the advice of legal counsel and is needed now.

Action Item:

Motion: James Todd moved to approve the agenda item as a first reading.

Seconded by: Jennifer Hamilton

Result: Board Policy 3900 was approved as a first reading by aye vote, with one abstention.

Members will share the above YCCD Board Policies with their constituent groups. James Todd will forward College Council concerns to the policy committee. This item will come back to consent at the next College Council meeting.

V. Consent

A. 7110 – Delegation of Authority for Personnel Actions

B. 7120 – Recruitment and Hiring

C. 7125 – Verification of Eligibility for Employment

The above agenda items were visited and discussed in previous College Council meetings and shared with constituent groups. There were no additional questions or comments.

Action Item:

Motion: Iris Carroll moved to approve the above consent items.

Seconded by: Paul Cripe

Result: The consent items were approved by aye vote.

VI. Informational Items

A. FTES Update

Susan Kincade previously sent out an email asking faculty to help by: adding 2-3 students, actively manage wait lists, teaching summer classes, teaching an additional class for spring without exceeding load cap, and teaching early start classes. Susan strongly emphasized that we have the opportunity to grow and not leave money on the table. Discussion ensued regarding the various methods of delivery to garner more FTES.

The object is to achieve the growth target of 14,455 FTES. Summer 2013 garnered 738 FTES and it was necessary to roll back to make our growth. Fall 2013 garnered 6,357 FTES and the hope is to garner 6,470 FTES for Spring 2014. The count is about 350 FTES shy because of soft enrollments and does not include late start and positive attendance. There is a shortfall of 550 FTES. Courses have to start before July 1 in order to roll back and “May mester” is needed to count for the 2013-2014 year.

Susan Kincade emphasized that we need to make sure we do everything we can to accommodate our students and ensure student success. We need to be competitive and meet students’ needs.

B. Measure E Project Proposal

Susan Kincade reported that the road projects have been combined into one project because it made no fiscal sense to break apart the road projects. The combined road projects are now a priority and are being forwarded to the board. The remaining projects will remain in the queue and will be funded as projects close out.

C. Parking Fee Increase

Susan Kincade reported that the parking fee increase is going forward and is on the board agenda. The district will look into prorating part time faculty and staff fees.

Discussion ensued regarding the fact that the BOGG waiver has never covered parking fees and exempting eligible students beyond \$30 for the parking fee. It was also pointed out that there could be a significant gap between funding expectations and reality if a lot of students are exempt from paying the parking fee.

D. Grant Exploration

Brenda Thames and Susan Kincade gave information on Career Pathways grant for high school to college. One requirement is partnering with local schools which MJC is doing. Tech Ed and other areas are going out and working with partners.

Susan Kincade reported working with a consultant regarding Title V who will work with the college in the interim to apply for a grant in the absence of the grant director. Appropriate people on campus are also being used as a resource. If the college receives the grant, it will start in the fall.

VII. REPRESENTATIVE REPORTS

A. Instruction Council

No report.

B. Student Services Council

Martha Robles and Florida Arias reported on the Student Services Council. The focus is on what the students’ experience is. High School Counselor Day is on February 21. The council spent most of the time talking about outreach in high schools and what they are going to do. On March 8 and April 12 area high schools will be invited to come on campus. Orientation and assessment will be provided. Almost every day in February (8 am to 1 pm), students will be able to fill out an application and do orientation so they can be processed faster and be

prepared for assessment day at their particular school. Counselors will be available on March 8 to do an abbreviated ed plan. The goal is to make students feel like they are being walked through the process.

C. Resource Allocation Council

Paul Cripe reported that the main item was a power point presentation regarding a review of 2013 budget that Interim VP of College Administrative Services, Larry Carrier worked on. The bottom line is everything is paid for and \$140,000 was moved to PT/OL. A lot of Larry Carrier's findings were nuts and bolts items of accounting which needed to be corrected. Everything is in its right place now, although mistakes were made in each direction, but there is some money available.

D. Facilities Council

No report.

E. Accreditation Council

Jennifer Hamilton reported that the next meeting is February 20. The council is working on the distance ed report for March and the timeline for the mid-term report for October. A lot of campus input will be involved in the mid-term report.

Susan Kincade informed members that the college should be getting a letter from the accrediting commission on February 7.

F. ASMJC

Andrew Campbell reported that there is not much to report beyond that the next meeting is on Friday.

G. CSEA

Debbie Partridge reported that officers were voted on in December. One of the CSEA members was promoted to management. CSEA now has a full E Board and will participate in training this Saturday.

H. CSAC

No report.

I. YFA

Ross McKenzie reported that YFA ratified the new contract. At some point they need to clear up some non-instructional faculty items. There is a new VP for Modesto and a new secretary. The Political Action Committee (PAC) is being dissolved and YFA is helping the PAC membership figure out the best way to return the donated money.

J. Senate

James Todd reported that they will be moving the Senate office back. The Senate mainly talked about ASCCC and adopting the paper. The Senate will also be looking at a new statewide Senate report as well. There will be assessment and program review workshops in March. Assessment will finish in March.

K. LTAC

Lisa Husman reported that LTAC just had their first meeting of the year. New officers are in place. LTAC and the Chancellor's Cabinet are co-sponsoring an all day workshop regarding managing change this Friday. The management handbook is completed and evaluation and contract and still under review.

VIII. ANNOUNCEMENTS/COMMENTS

Iris Carroll invited everyone to participate in the ribbon cutting ceremony for the newly renovated Library & Learning Center on January 30 at 3 pm.

IX. FUTURE AGENDA

1. Board Policy: 7260, 7240, 7235, 3900 (Consent)

X. ADJOURNMENT