



**College Council Meeting Minutes**  
**November 10, 2014**

**MEMBERS**

<b>Council Member</b>	<b>Representing</b>	<b>Present</b>	<b>Absent</b>
Jill Stearns	MJC President, Chair	√	
Susan Kincade	VP Instruction		√
Al Alt	VP College Administrative Services		√
Brenda Thames	VP Student Services		√
Bill Anelli	Academic Senate	√	
Florida Arias	Professional Development Coordinating Committee		√
Nancy Backlund	College Technology Committee	√	
Debi Bolter	YFA President	√	
Flora Carter	College Committee for Diversity & Community	√	
Rosanne Costa	CSEA President		√
Jennifer Hamilton	Resource Allocation Council	√	
Lisa Husman	LTAC		√
Debbie Laffranchini	Instructional Council	√	
Bryan Marks	CSAC	√	
Curtis Martin	Academic Senate VP	√	
Ross McKenzie	YFA Rep	√	
Martha Robles	Student Services Council	√	
Mike Smedshammer	Distance Ed Committee	√	
Mike Sundquist	Dean		√
James Todd	Academic Senate President		CALL IN
Luis Rebolledo	ASMJC President	√	
Tyler Minane	ASMJC		√
Roxanne Weaver	ASMJC		√
Vacant	Accreditation Council		
Vacant	Academic Senate		
Vacant	CSEA		
Vacant	Facilities Council		

**GUESTS**

<b>Name</b>	<b>Title</b>
Brian Sinclair	Faculty Consultant to the Board

**I. CALL TO ORDER**

Jill Stearns called the meeting to order.

Due to lack of a quorum, the meeting commenced with constituent reports until a quorum was met.

## **II. REPRESENTATIVE REPORTS**

### **A. Student Services Council**

Martha Robles reported that the Student Services Council did not meet as some members were involved in the event on campus with the high school counselors and the next meeting is this Friday.

### **B. Resource Allocation Council**

Jennifer Hamilton reported that she was unable to attend the last RAC meeting. Jill Stearns reported that the meeting lacked a quorum.

### **C. Facilities Council**

No report.

### **D. Accreditation Council**

No report.

### **E. ASMJC**

Luis Rebolledo reported that back in August, ASMJC invested in live broadcasting equipment and it is now up and running. ASMJC is now broadcasting the majority of the sports that are happening on campus. ASMJC is going to broadcast the next football game. The broadcast can be accessed at <http://www.ustream.tv/channel/asmjc>.

ASMJC will hold a water rally discussing the drought situation and in general, the state of California with elected officials and subject matter from officials from the water board. This will also be a live broadcast.

### **F. CSEA**

No report.

### **G. CSAC**

Bryan Marks reported that CSAC is working on ideas for Classified Staff Day in May.

### **H. YFA**

Ross McKenzie reported that YFA is planning the annual holiday social. YFA and the Academic Senates at both MJC and Columbia need to elect a new Faculty Liaison to the Board. Right now the plan is to give interested faculty at Columbia the right of first refusal. A fair amount of time was spent on the district policy or lack of a policy on how to report deaths when something unfortunate happens on campus. For example, if someone dies on campus and someone comes to them desiring grief counseling. Jill Stearns responded that during the recent medical crisis on campus, counselors were on site before the fire department left and less than 30 students were on campus. The person was an individual who spent a lot of time on campus but was not a student. She further explained that some families are much more private than others and the college always has to defer to the families for information. The college is also subject to FERPA & HIPPA laws that ensure privacy of information.

## I. Academic Senate

Curtis Martin reported that Academic Senate had two major items. The Senate passed the SSSP plan last week and had a first read about a still under development document on student equity to be distributed at the next meeting. The meetings remaining for the semester are November 20<sup>th</sup>, December 4<sup>th</sup> and a potential meeting on December 11<sup>th</sup>.

The Senate voted to support the idea of having a bachelor degree proposal submitted. Jill Stearns reported that there is at least one other college, Skyline, who is interested in the same program, respiratory care.

## J. LTAC

Jill Stearns informed members that LTAC has not had a regular meeting, only a special meeting regarding a 1% off-schedule proposal.

## K. Instruction Council

Debbie Laffranchini reported that the Instruction Council had a prolonged discussion about the program review process and kept circling around the pros and cons of the five year cycle. She added that there are significant challenges to the five year cycle and it is hard for people to think what they are going to do in five years.

There is a meeting this Thursday from 2-5 regarding the hiring prioritization of replacements. On November 21<sup>st</sup> from 12-5 the Instruction Council will be entertaining the growth presentations.

## III. ACTION ITEMS

### A. APPROVAL OF MINUTES

#### Action Item:

**Motion:** Ross McKenzie moved to approve the minutes of October 27, 2014.

**Seconded by:** Jennifer Hamilton

**Result:** The minutes of October 27, 2014 were approved by aye vote with two abstentions.

### B. CONSENT

#### a. YCCD Board Policy

##### 1. 4260 – Prerequisites and Co-requisites

Ross McKenzie referenced page 2 and said that it looks like as soon as the paperwork reaches the office, he has to save a seat for the student. He said if he leaves the seat open by the time the paperwork is done, if denied, it is too late to give the seat to someone else. Martha Robles responded that right now requests are turned around pretty quickly and that situation has not happened. She added that the “challenge of a class” part is being looked into.

Ross McKenzie referenced page 7, part C, *Courses in Communication or Computation Skills* saying that the consultant said it was a good idea to have students finish their basic skills requirements before going on to any other class, and that some schools mandated this. Jill

Stearns responded that this has to be done on a course-by-course basis and not a blanket determination.

Jennifer Hamilton referenced page 5, part IV and asked a “plan” for what? Jill Stearns responded that it is referring to a plan for adopting and probably developed by Curriculum. Jennifer stated that it should be spelled out what “plan” is.

Ross McKenzie referenced page 6, part f and asked if we have procedures. Jill Stearns responded that it would be part of a faculty member’s syllabus. Debbie Laffranchini added that it is divided up in her division and her job is to go through and make sure the syllabus has appropriate items. Ross stated that it seemed like it was referring to building something entirely new.

## **2. 5030 - Fees**

Jennifer Hamilton referenced page 1 under Audit Fees, asking for clarification of \$15.00 per unit on “adjusted proportionally based upon term length” language. Jill Stearns responded that the budget proposal would be that it not be a discount for audit so it will probably change. It could be summer that the adjusted rate is based on.

## **3. 5055 – Registration Priorities**

Jennifer Hamilton referenced page 2 under Definitions asking are we going to be able to accommodate all students being fully matriculated? Jill Stearns responded that this will be covered under the SSSP plan.

## **4. 5500 – Standards of Conduct**

No comments.

### **Action Item:**

**Motion:** Jennifer Hamilton moved to approve the above YCCD board policies.

**Second:** Bryan Marks

**Result:** Motion passed by aye vote.

### **b. Student Success & Equity Committee charge and membership**

Jill Stearns reported that the Academic Senate has given their stamp of approval and Curtis Martin agreed. Jill explained that the plan is for this group to report directly to College Council. This group is already in existence and we have given them the charge of coming up with membership and charge. They will formally be put into *Engaging All Voices*.

Mike Smedshammer noted that the Student Success and Equity Committee membership lacked representation from Distance Education. He explained that DE should be included because significant disparities exist between ethnic and socioeconomic groups when it comes to access to technology, and that there are disparate impacts to retention and success in online classes as a result. Jill Stearns added that different age groups also have varying levels of success in online courses. She agreed that DE should be represented and suggested that it could be added in the spring when changes to Engaging All Voices are brought forward through the governance councils.

**Action Item:**

**Motion:** Curtis Martin moved to accept the proposal before us.

**Second:** Flora Carter

**Result:** Motion passed by aye vote.

**C. FIRST READ – College Goals**

**Action Item:**

**This item was tabled to the next meeting.**

**IV. DISCUSSION**

**A. SB850 CCC Baccalaureate Initiative**

Jill Stearns asked if the group would like to have our faculty come in and talk about the proposed degree. The members agreed to invite respiratory care faculty, Bonnie Hunt and John Basile to join the next meeting

Ross McKenzie asked about funding. Jill responded that if the college could have a similar arrangement like the hospital consortium that would be great.

Ross added that a lot of faculty was actually concerned about what a four year degree would do for the students. Debbie Laffranchini responded that they are starting to raise requirements on the position. Jill Stearns stated that the baccalaureate applicant would already have an AS degree and complete the bachelors over the next two years.

**V. ANNOUNCEMENTS/COMMENTS**

**VI. FUTURE AGENDA**

1. New Faculty Orientation (March 2015)
2. First Read – College Goals

**VII. ADJOURNMENT**