



**College Council Meeting Minutes
December 8, 2014**

MEMBERS

Council Member	Representing	Present	Absent
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		√
Patrick Bettencourt	Dean		√
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	√	
James Todd	Academic Senate President	√	
Luis Rebolledo	ASMJC President	√	
Tyler Minane	ASMJC		√
Roxanne Weaver	ASMJC		√
Vacant	Accreditation Council		
Vacant	Academic Senate		
Vacant	CSEA		
Vacant	Facilities Council		

GUESTS

Name	Title
Francisco Bañuelos	Dean, Special Funded Programs

SUBSTITUTES

Substitute	For Member
Michael Sundquist	Patrick Bettencourt

I. CALL TO ORDER

Jill Stearns called the meeting to order.

II. ACTION ITEMS

A. Approval of Minutes

Action

Motion: Al Alt moved to approve the minutes of November 10, 2014 with Ross McKenzie's amendment previously sent to members via email.

Second: Rosanne Costa

Result: The minutes of November 10, 2014 were approved by aye vote.

Motion: Al Alt moved to approve the minutes of November 24, 2014.

Second: Rosanne Costa

Result: The minutes of November 24, 2014 were approved by aye vote.

B. College Goals

Brenda reminded members that when College Council concluded discussion at the last meeting there was agreement to send the college goals draft out to constituents.

James Todd informed members that the Senate Exec will be discussing these goals at their first meeting in January.

Jill Stearns added that a strategic planning meeting will be held at the district level and she has been asked to bring MJC's mission and college goals. She stated that she would like to bring the goals as a draft. Brenda Thames informed members that a, b, c, etc. bullets will be incorporated into the draft as requested.

Action

Members agreed to Jill Stearns bringing the draft *College Goals* document to the district strategic planning meeting. Al Alt mentioned that other constituent groups' representatives have been invited to this meeting.

C. Student Equity Plan (SEP)

James Todd informed members that the Student Equity Plan document is now posted on the web including the budget, reporting that they have not been inundated with responses, however. The Senate approved the document last Thursday and discussion went really well. Concerns were raised at the meeting about how we have faculty vested in producing something. Significant dollars are included for faculty participation. There are 5 areas to be measured: Access, course completion, degree/certificate completion, ESL/Basic Skills completion, and transfer. How female vs male groups differ are being explored. Most of the program right now is addressing achievement gaps.

In addition to clerical and faculty positions, a data position will be filled for determining what is needed in terms of data. There will also be data coaching. Other colleges who have employed these positions will be looked at. Our practices that might be barriers to our students will be reviewed. Courses will also be reviewed and redesigned. Between now and December 2015, the budget has to be expended. Student success rates have been going down after students

complete 30 units and the plan is to determine why that is happening. Also, a lot of students at MJC have everything completed but they do not move on to four year institutions.

James added that he feels the plan is comprehensive and that there is an enormous amount of work to be done to address the plan. Part of the reason for stipends is to get faculty to be able to be on campus. He explained the initiatives and getting students connected to the CSU pathway.

James Todd, Brenda Thames, and Susan Kincade are involved in writing the reports.

Bill Anelli suggested a Senate meeting for next week for discussion of the Student Equity Plan.

Action

Motion: Flora Carter moved to accept the Student Equity Plan draft.

Second: Debbie Laffranchini

Result: The motion was approved by aye vote.

D. Faculty Hiring Prioritization

Jill Stearns had to momentarily leave the meeting. This item was tabled until she was able to return. The meeting commenced with Representative Reports until that time.

III. REPRESENTATIVE REPORTS

A. Instruction Council

Debbie Laffranchini reported that the Instruction Council just met for the faculty hiring prioritization agenda item.

B. Student Services Council

Martha Robles reported that there will be a meeting of the Student Services Council this Friday.

C. Resource Allocation Council (RAC)

Jennifer Hamilton reported that RAC met last Friday and is looking at how they are going to allocate Instructional Equipment and Library Materials (IELM). Al Alt compiled a list for the deans for resource requests from the 2012-2013 Program Review. The list will be cleaned up for items that have been funded and will be available soon. Al Alt explained the timeline for spending in accordance with district deadlines. A memo will be distributed to deans today. Jennifer added that guidelines had to be adhered to as well.

D. Facilities Council

Al Alt reported that the Facilities Council is looking at the campus beautification process. He explained that when the Facilities Council was brought together with the Bond, that process was kind of lost. The council is looking at designing that process again so a couple of projects can be completed. The hope is to have this done early in the spring and information on how to apply for projects will be distributed.

Bill Anelli asked if the Facilities Council has explored other colleges to see what can be done to make students want to stay on campus. Al responded that this could be tied in really well with

our goals on how to create aesthetic spaces and provide wireless access to make our students want to stay on campus. The council is currently focusing on the request process. Items such as rationale, impact, ADA, and safety information needs to be in place before a project is approved.

II. ACTION ITEMS

The council commenced with action items with Jill Stearns' return to the meeting.

D. Faculty Hiring Prioritization – Replacement and Growth

Jill Stearns distributed the Instruction Council's replacement and growth recommendation document.

Action

Motion: Mike Sundquist moved to accept the replacement list.

Second: Ross McKenzie

Result: Motion passed by aye vote.

Curtis Martin reported that the Academic Senate had some concerns and realized the mandates of some positions.

Motion: Ross McKenzie moved to accept the growth list recommended by the Instruction Council.

Second: James Todd

Result: Discussion ensued. Result of the vote is on page 5.

Brenda Thames responded to Ross McKenzie that some counselor positions were categorically funded.

Jill Stearns reminded members that the process was approved here last year and involved all voices around the table. She distributed a document that she prepared of her best shot for what this would look like for 20 positions, if funding was available. The divisions were equally represented on the list, factoring in where we have areas where students are not served.

Susan Kincade added that next year we are going to take a very close look at what happened this year for what the result was and possibly change and refine the process.

Debbie Laffranchini stated that the Academic Senate is desiring a very static rubric and it is impossible to do that looking at the diversity of positions. Another concern of the Academic Senate was that small programs get lost in this kind of scenario. She felt that the Instruction Council worked very hard and looked at what the college needed. Another challenge is you cannot have the same rubric because it doesn't fit all of these positions. She suggested that people can include the information in their presentations.

Debbie Laffranchini explained that there were 42 documents and 42 presentations that amounted to a lot of work and responsibility and she felt that no one took it lightly. She does not think it would be possible to address concerns to everyone's satisfaction. She feels that everyone puts aside their own division in the Instruction Council when ranking.

Ross McKenzie would like to see the Instruction Council's timeline moved up so College Council can receive a list earlier and get positions advertised in a timely manner.

James Todd thought also, if there were changes to the ranking they would like to know why. This is on a list to go back for Academic Senate consultation on Thursday to talk about what happened at today's meeting.

Jill Stearns reiterated that this is the recommendation that came through the process.

Result: Motion passed by aye vote to approve the recommendation as presented.

Jill Stearns shared a list she compiled of 20 positions, explaining that these are positions that could go non-tenure, one year temp, or put forward as tenure track positions because that will get the college the best candidates. She felt that the funding for the counseling positions will not go away.

Jill Stearns responded to James Todd and the Academic Senate concerns regarding the president's list:

- ESL has 44 sections already, 22 have a wait list, and 22 did not fill. She feels that we have an opportunity to figure out why that is happening.
- Fire Science wants to bring on a paramedic program and there is a lot of possibility there and also an opportunity to start in Community Ed and move into Instruction on one of the upcoming career pathways.
- Health/certified athletic trainer we have been able to effectively fill need with current faculty and adjunct.
- Ag mechanics might be added to number 20 on the list. With the pending retirement of the dean, it is unknown where the new dean will have a vision and where Ag will go. She does not want to lock the position in too early that may or may not be poised for inclusion.
- Child Development received a growth position this year.
- Director of music and choir: Jill would like to see the Foundation establish a campaign around this and have an endowed position as there is strong community support.

Jill Stearns concluded that there is an increase of the FON by 12 and the possibility of it increasing to 20. She will be working with Al Alt and negotiating with the district to address this issue.

Brenda Thames pointed out that funding for mandated positions will sunset in three years, but the mandate will not.

Jill Stearns noted she will attend Thursday's Academic Senate meeting to field questions.

REPRESENTATIVE REPORTS - Continued

E. ASMJC

Luis Rebolledo reported that ASMJC had cram night and served over 800 students. He expressed thanks to Child Development and Tech Ed. He invited members to attend the Senate meetings on Fridays. They will be broadcast, if members would like to take a look. The next Senate meeting is December 19th. ASMJC is looking at elections for next year and want to expand and do electronic voting this year.

F. LTAC

Lisa Husman reported that elections are coming up for LTAC. There are two open positions for Central Services Classified Manager and MJC Educational Administrator that technically

includes VP of Student Services and VP of Instruction. The evaluation process is ongoing. HR has requested a rubric from LTAC before putting new forms in to place. LTAC has a meeting with HR on December 11 regarding new handbook information and contract language.

After the December 11th meeting, a survey will be going out including an election vote, 1% tentative agreement vote and a leadership team dues increase which if passed will include a \$500 scholarship for MJC and Columbia.

G. CSEA

Rosanne Costa reported that this is her last College Council meeting pending Board approval of an interim position she was offered at Central Services. She expressed appreciation for the years she has served on College Council.

V. ANNOUNCEMENTS/COMMENTS

VI. FUTURE AGENDA

1. New Faculty Orientation (March 2015)

VII. ADJOURNMENT