



**College Council Meeting Minutes  
February 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		√
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	√	
Vacant	Accreditation Council		

**GUESTS**

<b>Name</b>	<b>Title</b>
Michelle Marquez	Director of Center of Excellence
Brian Sinclair	Faculty Consultant to the Board

**I. Call to Order**

Jill Stearns called the meeting to order.

## II. Action Items

### A. Approval of Minutes

Iris Carroll had an amendment to the minutes of January 27, 2014.

#### Action Item:

**Motion:** Jennifer Hamilton moved to approve the minutes of January 27, 2014.

**Seconded by:** Corey Keith

**Result:** The minutes of January 27, 2014 were approved as amended by aye vote.

### B. Consent YCCD Board Policy

1. 3900 – Time, Place and Manner
2. 7235 – Probationary Period Classified Employees
3. 7240 – Confidential Employees
4. 7260 – Classified Supervisors and Managers

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:** Bryan Marks

**Result:** The consent items were approved by aye vote.

## III. First Read

### A. YCCD Board Policy:

#### 1. 3440 – Service Animals-Therapy Animals

There was discussion regarding the distinction between service animals and therapy animals and the law stating the only legal responsibility of the college is for service animals. An employee of the district can only ask the student what particular *function* a service animal provides. Francisco Banuelos advised that the best thing to do is to refer the student to DSPS because the student may need more accommodations beyond a service animal.

2. 3501 – Campus Security and Access
3. 5140 – Disabled Students Programs and Services
4. 6300 – Fiscal Management
5. 7250 – Educational Administrators

There was no discussion on items 2, 3, 4 and 5.

**Members will share the above YCCD Board Policies with their constituent groups. This item will come back to consent at the next College Council meeting.**

#### **IV. Informational Items**

##### **A. Labor Market Data**

Jill Stearns introduced Michelle Marquez, Director of the Center of Excellence. Michelle informed members that the center is here to help the college and region get labor market data. The center is structured from the state Chancellor's Office and there is statewide, regional and local support. Michelle distributed an overview of the Center for Excellence and labor market data overview for Stanislaus County.

Besides regional labor data, Michelle can do a lot of things for MJC. She does a lot of work with whoever is coordinating a grant to get labor data completion and other applications. Data is provided to the state chancellor's office. Michelle has worked a lot with the Tech Ed division and she gave an example of using data in determining whether their Psych Tech Program should be considered as a new program at MJC.

The work done by the seven directors in the different regions can be packaged in various ways i.e., career fact sheets and videos for students. The focus is shifting to student success and developing products. Work is being done on manufacturing jobs right now and health jobs will be worked on in the future. EDD updates data every quarter and Michelle updates her reports to include the most recent data.

##### **B. Measure E Project Update**

Jill Stearns distributed charts of the unfunded Measure E projects which include the recommendation prepared for the YCCD Board of Trustees consideration on February 12, 2014. The recommendation includes the road and pathway projects that were combined for presentation to the Board. The Board only wants to consider projects that have an identified fund source and estimated construction cost.

There is a 3% increase in bid packages from contractors going to the Board on February 12. Jill Stearns clarified the project status categories: "complete" could mean more expenditure and "closed out" means no further spending will take place.

#### **V. REPRESENTATIVE REPORTS**

##### **A. Instruction Council**

Deborah Laffranchini reported that the deans did their presentations for growth positions on Friday and it went very well. Each division was allowed to submit five positions from the division and present up to two. The deans were very creative and the presentations very exciting to watch. Ranking will be done by February 20<sup>th</sup> and a meeting held on the 25<sup>th</sup> for conversations and to make recommendations.

The Instruction Council discussed some glitches and had known that challenges were going to be discovered and some process would be identified. Deborah conveyed some of her thoughts: Consider giving every dean a one minute rebuttal at the end after all the presentations. It was a very transparent process. It might be helpful to have a dean and faculty member from the division present. The font size needs to be standardized.

##### **B. Student Services Council**

Brenda Thames reported that the Student Services Council members will be participating in a planning retreat.

### **C. Resource Allocation Council**

Paul Cripe reported that approximately \$200,000 in additional resources were recovered due to salary and benefits adjustments resulting from Larry Carrier's assessment. RAC has requested this assessment be posted. Once again, Program Review was mentioned in the meeting and there needs to be a request coming that will be posted on the web.

### **D. Facilities Council**

Francisco Banuelos reported that the Facilities Council went over the Measure E projects. The Library basement was mentioned as a meeting place. Council members gave updates around the table. Two workers comp claims have been filed from people falling on uneven pavement. Facilities is scheduled to fix the roof in the poultry building and the air conditioning. The Arts patio is also scheduled to be fixed to make it accessible. A memorial tree will be planted for a former employee.

### **E. Accreditation Council**

Jennifer Hamilton reported that the council has not met since the last College Council meeting. She thanked those who worked so hard to regain the college's accreditation status. Jennifer is working on substantive change now that the college has regained accreditation. Some really good things are being done. Jennifer and James Todd will give an update regarding the breakout session on what they learned.

### **F. ASMJC**

Andrew Campbell stated that he too is very happy about MJC's accreditation being restored. Lately ASMJC has been having issues with their special election. The last meeting was last Friday and was chaired by Corey Keith. The next meeting will be this Friday.

### **G. CSEA**

Rosanne Faughn stated that there is not much to report but she is also happy about our accreditation being restored.

Jill Stearns said that we are going to do a campus wide celebration when the nice weather returns.

### **H. CSAC**

Bryan Marks reported that CSAC is working on wellness activities, a second book club, Classified Staff Development Day, and is ready to hold the first meeting of the Staff Development and Recognition Committee.

### **I. YFA**

Ross McKenzie reported that the contract is up on the web but discussion needs to take place regarding the new contract. Instructional faculty has been asked to help on March 8 and April 12 when high school students are on campus for orientation activities to gain priority registration. Robust discussion ensued around the table on whether or not faculty would be compensated or have flex credit as the orientations are on Saturdays.

**Brenda Thames will look into options of providing compensation for faculty to work the orientations.**

## **J. Senate**

Jennifer Hamilton reported that the Senate had a meeting with interesting conversations about student success deadlines. They are looking into how faculty can put in ways that promote student success and academic success. A lot of meetings are scheduled to talk about ways faculty can be involved beyond some of the mechanics. There are greater things we can work across campus to do. This next weekend a team will be going to the first year experience conference. Jennifer is looking forward to promoting student success across campus through a holistic approach.

## **K. LTAC**

Lisa Husman reported that LTAC had a meeting on February 3<sup>rd</sup> with the next meeting on March 3<sup>rd</sup>. They mostly went over the presentation on change. LTAC provided feedback. The evaluation process is the next step.

## **L. President**

Jill Stearns reported going to an informal discussion meeting last Friday at CSU, Stanislaus with the school superintendents regarding Common Core new state standards. It was exciting and Jill is looking forward to being able to share more information on a wide basis. She emphasized that we are going to have a revolutionary change in student preparedness in the area of critical thinking and determining what is a reliable source of information and backing up answers. The writing sample provided at the meeting is a big change and shift from the past in the expectation of high school students.

## **VI. ANNOUNCEMENTS/COMMENTS**

## **VII. FUTURE AGENDA**

1. Board Policy: 3440, 3501, 5140, 6300, 7250 (Consent)

## **VIII. ADJOURNMENT**