



College Council Meeting Minutes
February 24, 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	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		

I. Call to Order

Susan Kincade called the meeting to order in chair Jill Stearns' absence.

II. Action Items

A. Approval of Minutes

Action Item:

Motion: Jennifer Hamilton moved to approve the minutes of February 10, 2014.

Seconded by: Flora Carter

Result: The minutes of February 10, 2014 were approved as amended by aye vote.

B. Consent YCCD Board Policy

- 1. 3440 – Service Animals-Therapy Animals**
- 2. 3501 – Campus Security and Access**
- 3. 5140 – Disabled Students Programs and Services**
- 4. 6300 – Fiscal Management**
- 5. 7250 – Educational Administrators**

The above agenda items were visited and discussed in previous College Council meetings and shared with constituent groups. There was some question/discussion on the verbiage *contract up to four years* regarding item 5.

Action Item:

Motion: Jennifer Hamilton moved to approve the above consent items.

Seconded by: James Todd

Result: The consent items were approved by aye vote.

III. Informational Items

A. FTES Update

Susan Kincade reported that there is not an FTES update because sections are being added with a few more added just this morning. It has enhanced the capacity to increase FTEs by adding sections. Increasing early start summer sections is being explored along with a Friday/Saturday course pattern that starts in the summer with a different set of classes in fall and spring. This pattern will allow students who can only attend on Friday/Saturday to take classes.

Susan will send an FTES update out later in the week.

B. Budget Development

Susan Kincade reported that President Stearns sent out a request asking the deans to review their salary and budget worksheets as the first steps in the 2014/15 budget development process. A budget proposal based on the same level of funding as allocated in 2013/14 will be drafted.

Requests initiated through the Resource Allocation Request Form (due March 7) will come forward to the Resource Allocation Council in the same way as Program Review for consideration in the budget development process. Requests made through Program Review last year (2012/13) will automatically be included for consideration in the ongoing budget development process. There will, however, be an opportunity for quick updates if information has changed.

C. Vice President College Administration Search

Susan Kincade reported that final interviews have been completed and the search consultant is conducting reference checks.

D. Accreditation Institute - Report Out

James Todd reported that his general observation from attending the institute is that accreditation is no longer about process but about producing and using assessment results

strategically. Currently, we have instructional standards in terms of meeting and improving student success rates and monitoring benchmarks. Jennifer Hamilton added there was information on how to embed the standards in what you are doing every day. Whatever level we tie our learning outcomes to, no matter what we are doing on campus, we need to link our area of responsibility to a standard. The idea is to automatically link items to standards regarding what the area is responsible for.

James Todd stated that there is a shift in one of the standards making room for the assessment of faculty alongside the assessment of SLOs. Jennifer added that the shift is also from process to results. James said he came away from the institute with, we need to be thinking deliverance of programs and not deliverance of classes. And, how we can do better holistically with our students.

IV. REPRESENTATIVE REPORTS

A. Instruction Council

Deborah Laffranchini reported that the Instruction Council has not met since the last College Council. The council will meet tomorrow to discuss priorities for growth.

B. Student Services Council

Martha Robles reported that high school counselors were invited on campus last Friday. It was very exciting working with them to try and rebuild that partnership. The next Student Services Council meeting will be this Friday.

C. Resource Allocation Council

Paul Cripe reported that RAC has not had a meeting since College Council.

D. Facilities Council

Francisco Banuelos reported that the Facilities Council has not met since the last College Council meeting.

E. Accreditation Council

Jennifer Hamilton reported that the Accreditation Council met and discussed the mid-term report, distance education, and the annual report. The council will be discussing the substantive change at the next meeting.

F. ASMJC

Luis Rebolledo reported that ASMJC will be meeting on Monday. Elections are right around the corner. He attended the counselor outreach and said it was such a great experience for him. He observed that the counselors looked forward to bringing back information to their schools.

G. CSEA

Rosanne Faughn reported that CSEA has a full E-board again. Carol Ellis was approved as treasurer and she is getting ready for the annual audit. Training is being done with the new officers.

H. CSAC

Bryan Marks reported that CSAC has not met. The next meeting is March 4.

I. YFA

Ross McKenzie reported that YFA is working on negotiations and a fall retreat is in the planning stages. Clarification of some of the issues in the contract is being discussed. YFA is going to have an open house sometime in March but it has not been planned yet. The YFA office is now open Monday through Thursday from 9-5. A workshop will be held February 21 for adjunct to deal with changes to California Care.

J. Senate

James Todd reported that the Academic Senate is discussing how we grant equivalencies, both in terms of our current faculty and throughout the hiring process. Vice Chancellor of HR Victoria Simmons visited the Senate and led a discussion regarding HR's role in equivalency and hiring. Discussion took place on how to develop a better informative packet on equivalency for applicants and discipline screeners. The next meeting will be March 6.

K. LTAC

Lisa Husman had to leave the meeting early. Susan Kincade reported that LTAC has not met and will be meeting on March 3.

L. President

No report as the president is absent.

V. ANNOUNCEMENTS/COMMENTS

Flora Carter announced *Ain't I a Woman* performance on March 10. The group portrays characters focusing on four important women to learn about their lives. This is a Title V event and is free to instructors, staff and students. Instructors will pick up tickets and make them available to their students.

VI. FUTURE AGENDA

VII. ADJOURNMENT