

**Modesto Junior College**  
**College Council Meeting Minutes**  
**April 22, 2013**

**MEMBERS**

<b>Council Member</b>	<b>Representing</b>	<b>Present</b>	<b>Absent</b>
Jill Stearns	MJC President, Chair	√	
Susan Kincade	VP Instruction	√	
Michael Guerra	VP College Administrative Services	√	
Brenda Thames	VP Student Services		√
Flerida Arias	Professional Development Coordinating Committee	√	
Nancy Backlund	College Technology Committee	√	
Francisco Banuelos	Facilities Council	√	
Debi Bolter	YFA Rep	√	
Iris Carroll	Distance Ed Advisory Committee	√	
Flora Carter	College Committee for Diversity & Community	√	
Paul Cripe	Resource Allocation Council	√	
Jillian Daly	YFA President	√	
Rosanne Faughn	CSEA President	√	
Rhonda Green	LTAC	√	
Jennifer Hamilton	Academic Senate President-elect	√	
Cece Hudelson-Putnam	Dean	√	
Deborah Laffranchini	Instructional Council	√	
Eva Mo	Academic Senate	√	
Debbi Partridge	CSEA	√	
Martha Robles	Student Services Council	√	
Tanya Smith	CSAC	√	
James Todd	Academic Senate President	√	
Korey Keith	ASMJC	√	
Kevin Sabo	ASMJC President	√	
Mike Sharif	ASMJC	√	

**GUESTS**

<b>Name</b>	<b>Title</b>
Andrew Campbell	ASMJC
Rose LaMont	Economics Professor
Brian Sinclair	Computer Graphics Professor
James Varble	ASMJC

**Business**

**1. Call to Order and Introductions**

Jill Stearns called the meeting to order.

**2. Review of Agenda**

Jill Stearns reviewed the agenda with members. Item C regarding data elements was removed from the agenda.

Kevin Sabo stated that he would really like College Council to make the recommendation that the Facilities Council made to bolt the tables down in the renovated Student Lounge.

Jill Stearns responded that there was not a quorum at that Facilities Council meeting in order to take a vote; however, per Kevin Sabo's request Student Lounge was added as action item II C on the agenda.

## Action Items

### 3. Review of Minutes

Flora Carter stated that Debbi Partridge was at the last meeting.

Jillian Daly moved to approve the minutes of April 8, 2013 with the correction. Paul Cripe seconded.

The minutes of April 8, 2013 were approved as corrected by aye vote.

### 4. Establish Faculty Hiring Priority Parameter Workgroup

Nancy Backlund reported that people wanted to get a feel for the time of the meetings. Jill Stearns responded that the group will meet when the majority of the members are available to meet.

James Todd volunteered to chair the workgroup for the faculty and indicated that he will be around this summer.

**Faculty Hiring Priority Parameter Workgroup Members:** James Todd (chair), Jennifer Hamilton, Martha Robles, Rosanne Faughn, Corey Keith, Nancy Backlund, Cece Hudelson-Putnam

Rosanne Faughn expressed concern that classified positions will be left out. Jill Stearns responded that there is a data set for faculty hiring but it does not translate for use with classified positions.

James Todd will lead the group and call the first meeting.

### 5. Student Lounge (East Campus Student Center)

Kevin Sabo reported that Facilities Council had a meeting a week ago and there was discussion regarding bolting down the furniture in the newly renovated student lounge. Members sat down and raised the point. It was established who in the room can vote and they decided there was a quorum. Jill Stearns responded that the chair would be the one who would bring an agenda item to College Council.

Kevin Sabo stated that a lot of new individuals were at the meeting. Five individuals voted to have the furniture bolted down, one nay and one abstention. He added that he would really like to finish this item and have the lounge opened for the spring. Nothing can happen with the furniture until a decision is made.

Jillian Daly asked why bolt the furniture down? Kevin Sabo responded that a small group of students monopolize the area. This group of students get there early in the morning and stay all day. As a result, a lot of students complained that there was no equity in the use of the lounge. Bolting some of the tables would allow more students to use the furniture. The constant moving of furniture would also limit the life of the floor. If another event is using the lounge, all the furniture gets taken out and no one else can use the lounge.

Jillian Daly pointed out that it is the only place on campus with a fireplace and maybe we need to work with facilities and have the use limited. The lounge has a long history of use for college celebrations. Jillian would hate to do something that is just one option and lock it in for the use of the college.

James Todd stated that he feels the same way and he knows the students are frustrated. He suggested that something could be posted like only use the space for two hours so others can use it.

Jill Stearns suggested upping the supervision of the area so it can be established that it is not all right to camp out all day. She added that there should not be any space on campus where students aren't welcome. In terms of exclusiveness of the lounge by use of students, she is okay with that. There are other college spaces that could be used for fundraising or whatever the activity might be.

Jillian Daly stated that she is not sure bolting down furniture meets the needs of everyone.

Iris Carroll added that this is what they experienced in the library. People kept their space and it is difficult to monitor that. She doesn't know if working it into security's workload would work.

Kevin Sabo reminded members that there is no other place on campus where students can meet.

Francisco Banuelos explained that the furniture is there and there was a recommendation for the furniture to be placed and observe how it is going to be used. The designer said that she was not in favor of bolting down the furniture. The designer said yes, why don't we set the furniture up to see functionality. By bolting down the furniture, you have done some permanent damage to the floor.

James Varble informed College Council that students came together in meetings and agreed that bolting the furniture was the way to go. He pointed out that the renovation was paid for by the students. He felt it was an equitable and fair arrangement. The tables are much bigger and heavier than the dining room tables. James would rather see our security stopping theft in the parking lots instead of monitoring the lounge.

Kevin Sabo said we know how students use it, they move around furniture and that has been the entire history of the lounge.

Jill Stearns asked how do we know today if we need three people to sit here today and seven to sit there next time?

Eva Mo stated that she is uncomfortable making a decision when the quorum issue is unclear.

Jill Stearns reiterated that the recommendation would come from the chair of the council to College Council.

Kevin Sabo stated that he doesn't feel it is fair for members to hold up progress. The Facilities Council has been meeting without a quorum.

#### Action Item

Kevin Sabo moved to bolt down the furniture in the student lounge. Mike Sharif seconded.

James Todd called for the question and further stated that he would like to hear that there is a summer meeting (of Facilities Council) and that it will be hammered out. He wants to make sure that someone is accountable in that area if the tables are not bolted down. He added that the students have spent an incredible amount of time in this effort.

Motion failed 4 Ayes, 13 Nays, 1 Abstention

Jennifer Hamilton moved that the Facilities Council meet as soon as possible and bring it back following procedure. James Todd seconded.

James Todd amended the motion to add accountability whether the furniture is bolted down or not.

Motion passed by aye vote.

Martha Robles reminded members that we need to go back to our groups to see how they feel.

Jill Stearns clarified that we should have a recommendation from Facilities Council for our next meeting.

## Informational Items

### 6. Engaging All Voices recommendations from the Councils

Jill Stearns stated that the plan is to hear the recommendations today, then they will be combined into one document in order to see the changes easily and forwarded to members.

Debi Bolter reported that for the Accreditation Council under membership, Academic Senate will be stricken to just list Faculty Accreditation Chair and adding Academic Senate President, Co-Chair.

Susan Kincade reported that the Instruction Council will be meeting tomorrow and making their recommendation.

Paul Cripe distributed the Resource Allocation Council's recommendation. He added that the group had discussion on items that should be presented here and items on a more action oriented document.

Martha Robles reported that the Student Services Council recommends to add to its charge:  
4. Educational Master Plan 5. Student Success 6. Enrollment Management.

Francisco Banuelos distributed the Facilities Council recommendation. The Campus Safety Committee was added to their charter.

Carolyn Hart will send the compiled councils' recommendations document when completed to members.

### 7. Summer Meeting Dates (tentative)

May 21 (not used)

June 18

July 9

Meetings would be from 2:00 to 4:00 p.m.

### 8. SLO & Assessment Update

James Todd informed members of the new five year cycle of Student Learning Outcomes. In the cycle, outcomes are assessed in the following time periods:

- CLOs: Regularly offered courses are assessed twice in 5 year period
- PLOs: Program (degrees and certificates ) Learning Outcomes are assessed twice in 5 year period
- GELOs: General Education Learning Outcomes are continually assessed by each discipline
- SSLOs, SAOs, AUOs, ILOs: Regularly assessed twice in 5 year period

20% of the college is assessed for five semesters.

PLOs and GELOs are in the pilot program now.

All CLO assessments are available online in CurricUnet as entered in the last two to three semesters.

A report will go to Instruction Council for review and will be available to all counselors. GELOs are established in the catalog already. AUOs and ILOs go to College Council.

James Todd stated that seeing what kind of data folks can generate is really important. He will be working with Curtis Martin this summer regarding program review. He informed members that there is an open position for an assessment and accreditation secretary.

James Todd referred to the five year cycle spreadsheets that were created so everyone can see what is to be done. The spreadsheet will be up in the summer. He is presenting this information today to go out to all constituent groups. James reviewed the following slide.

### ***Learning Outcomes Assessment Processes***

- All CLO assessments are available online @ CurricUnet
- PLO and GELO assessments
  - Go to OAW and Instruction Council for review and discussion
  - Available for all councils
  - Inform Program Review, Curriculum Review/Update Resource Requests
- SSLO and SAO assessments
  - Go to OAW, Student Services Council and Instruction Council for review and discussion
  - Available for all councils
- AUO and ILO
  - Go to College Council

Jill Stearns interjected that there is not a lot of variation across the institutions and this is similar to the colleges. She felt that our group has been really good in terms of *getting there*.

James Todd distributed a mission statement handout that indicates the *three core commitment areas* the college services as follows:

- Content Mastery & Breadth of Learning
- Globally Competitive Workforce
- Personal Growth, Cultural Awareness & Citizenship

James Todd went over the proposed Institutional Learning Outcomes statements that would ***drive the mission*** of the college:

**Communication.** Students will generate and develop capabilities for creative expression and effective communication.

**Information and Technology Literacy.** Students will develop skills to effectively search for, critically evaluate, and utilize relevant information while demonstrating technological literacy.

**Personal and Professional Development.** Students will develop skills that aid in lifelong personal growth and success in the workplace.

**Creative, Critical and Analytical Thinking.** Students will develop critical and analytical thinking abilities, cultivate creative faculties that lead to innovative ideas, and employ pragmatic problem-solving skills.

**Cultural Literacy and Social Responsibility.** Students will be prepared to engage a global world while exhibiting a broad sense of diversity, cultural awareness, social responsibility and stewardship.

James added that the ILOs will be done in three sessions and that we need to start thinking about software that might help us on campus.

Carolyn Hart will email James' presentation documents to the College Council members.

## **REPRESENTATIVE REPORTS**

### **ASMJC**

Mike Sharif reported that ASMJC had a successful dodge ball event which James Varble refereed. Cram night will be held on April 25<sup>th</sup>. Some ASMJC representatives are attending the Student Senate and Assembly in Burlingame. AB955 which would authorize two year education students to be charged for actual education, has been cleared.

On April 19<sup>th</sup>, American Paleontologist Neil Shubin spoke at MJC and it was a very successful event. Dr. Shubin discussed one of the books he authored, *Your Inner Fish*, in his presentation. The students presented James Todd with two books authored by Neil Shubin.

### **CSEA**

No report.

### **CSAC**

No report.

### **YFA**

Jillian Daly reported that the main item YFA is working on is trying to wrap up health benefits in May. She gave recognition to the team that has been working really hard for workload and salary. A tentative agreement is expected soon. Jillian is looking forward to working with the statewide Academic Senate.

### **Academic Senate**

James Todd reported that Academic Senate has forwarded recommendations for faculty hiring priorities. He attended the state Senate plenary and saw ASMJC members Korey Keith and Kevin Sabo there. Policy was talked about at the plenary. A lot of resolution was voted on, and different disciplines were passed. The state Senate president talked about the ways unit values are affecting transfer. Larger state conversations about that are happening as well. James talked with other people about the high unit classes effect. He is thinking about having a conversation on Institute Day or the day before to begin the conversation on how we deal with student success and the transfer model.

### **LTAC**

No report.

### **Resource Allocation Council**

Paul Cripe reported that an evaluation of how we did this year as a council led to a pretty interesting conversation. Tentative meeting times throughout the summer were set. Some ideas were brought up but nothing definite or official and everyone had their say.

## **Student Services Council**

Martha Robles reported that the Student Services Council reviewed its charge, role, function and responsibilities. Recommended changes include: Rename the Matriculation Advisory committee as the campus Student Success Workgroup. This will be a workgroup under Student Services Council and would encompass Matriculation, the legislative mandates and other initiatives associated with the Chancellor's Office Student Success Initiative.

Student Services Council discussed the charge and membership of the Student Success Workgroup. The proposed charge: "Under the direction of the Student Services Council develop implementation plans, processes, activities and initiatives related to student success." Membership for the Student Success Workgroup to be open to anyone in the campus community interested in participating. Vice President, Brenda Thames will be sending out a campus-wide e-mail on the changes in the title, the charge, and its membership to invite participants.

## **Instructional Council**

Deborah Laffranchini reported that Instructional Council discussed hiring priorities and nine or more replacements for retiring faculty. It has been recommended that these replacements just be one-year full-time temporary positions.

## **Accreditation Council**

No report.

## **Facilities Council**

No report.

## **ANNOUNCEMENTS/COMMENTS**

Jill Stearns formally thanked Rose LaMont for attending today and for her many years of service to the college.

## **FUTURE AGENDA**

1. *Engaging All Voices* recommendations from the councils
2. Student Lounge – bolting of furniture

## **ADJOURNMENT**