



**College Council
Meeting Minutes
November 9, 2015**

Members	Representing	Present	Absent
Jill Stearns	MJC President, Chair	√	
Al Alt	Vice President, College Administrative Services/ Facilities Council	√	
Bill Anelli	Academic Senate	√	
Baljinder Gill	CSEA President		√
Brenda Thames	Vice President, Instruction	√	
Chad Redwing	Academic Senate	√	
Curtis Martin	Academic Senate President	√	
Flerida Arias	Dean of Equity and Student Learning	√	
Flora Carter	College Committee for Diversity and Community	√	
James Todd	Vice President, Student Services (Interim)	√	
Jennifer Hamilton	Resource Allocation Council	√	
Jim Sahlman	YFA President		√
Jonathan Andrews	ASMJC	√	
LaKiesha McDonald	CSEA	√	
June Hunt	CSAC	√	
Lisa Husman	LTAC		√
Martha Robles	Student Services Council	√	
Mike Smedshammer	Distance Ed Committee		√
Nancy Backlund	College Technology Committee	√	
Patrick Bettencourt	Dean		√
Ross McKenzie	YFA	√	
Tanya Smith	CSEA	√	
Tommy Ledesma	ASMJC President	√	
Vacant	Academic Senate		√
Vacant	Accreditation Council		√
Vacant	ASMJC		√
Vacant	Instruction Council		√
Vacant	Professional Development Coordinating Committee		√
See Al Alt above	Facilities Council	-	
Amy Bethel	Recorder	√	

Guests	
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None	
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I. CALL TO ORDER

J. Stearns called the meeting to order at 3:04 p.m.

II. ACTION ITEMS

A. Approval of Minutes

Action Item - Motion:

Who: A. Alt moved, B. Anelli seconded

What: Motion to accept with noted changes

- Result Unanimous approval
- Motion Carried

B. Consent Agenda

There were no Consent Agenda items.

III. INFORMATION & DISCUSSION ITEMS

A. YCCD Board Policies

Policy and Procedure updates are posted to the College Council webpage for ease of constituent review. R. McKenzie asked about changes to 2-8076 as all of the text was lined out. J. Stearns replied that the Policy and Procedures Committee is asking to have the policy removed.

B. IRB Handbook

J. Stearns reported that the draft Institutional Review Board Handbook is posted to the College Council website for review. Instruction Council and Student Services Council need to review and make recommendation to College Council before it can be accepted by College Council.

The Director of Research and Institutional Effectiveness is on Board of Trustees Agenda for Thursday, November 12. He will be asked to review the document as well.

C. 2015/16 Non-Credit SSSP Program Plan

J. Todd and F. Arias presented information on the 2015/16 Non-Credit SSSP Plan. James clarified that they had received an extension to the original due date. The report will appear on the November 23 College Council Consent Agenda. Until then, questions, comments or concerns should be shared in an email to Florida.

Credit and non-credit ESL was discussed. It was suggested that ESL faculty be invited to a future meeting to further discuss the two programs.

D. Student Equity Plan 2015/16

F. Arias presented information on the Student Equity Plan. Aggregated disproportionate impact data was shared and discussed. The report will appear on the November 23 College Council Consent Agenda. Until then, questions, comments or concerns should be shared in an email to Florida.

The data will be shared with the academic senate and it is hoped that discussions can begin to identify curricular changes that may improve students' success. The complexities and challenges of addressing the issues were discussed.

E. Enrollment Update

J. Stearns shared a Section Enrollment Summary Report dated 11/9/2015. The 2015-16 target FTES is 15, 024.

Current Resident FTES: 6206.26
Current Non-Resident FTES: 41.42
Total Sections: 1597

President Stearns reported that Fiscal Services had requested an estimate of how closely MJC will come to meeting the 2015-16 FTES target. In response, Vice President Alt projected that we would need to roll back 500 more than last year, ending summer with fewer FTES to begin 2016-17. To increase summer FTES, the Deans' Cabinet has discussed targeting particular groups of students for early start and regular summer to increase summer FTES. Periods during the summer where schedules could be targeted were developed. The use of open source textbooks will be investigated for summer course offerings.

F. Student Success and Equity Update

See Items C and D above.

IV. REPRESENTATIVE REPORTS

A. ASMJC

The Halloween event went well. Approximately 16 students will attend the G8 Conference. A Harvest Luncheon is being planned for November 17th on West Campus, hoping to serve 200 students; and for November 19th on East Campus, hoping to serve 300 students. There is currently a full slate of senators. Good things are coming in spring. ASMJC will purchase caps and gowns for 525 graduates. Cram night will be held December 3, 7 p.m. – midnight.

B. Instruction Council

Faculty Hiring Presentations were completed. Presentations were video recorded and will be posted on the Instruction Council website. Scores are due November 17.

C. Student Services Council

No meeting.

D. Resource Allocation Council

The meeting was cancelled due to Faculty Hiring Presentations and YFA Negotiations.

E. Facilities Council

The next meeting is scheduled for November 16.

F. Accreditation Council

All tri-chairs have been identified. Training will be provided to the chairs and their respective councils.

G. CSEA

The See's Candy Fundraiser is in progress. Nominations being accepted for the e-board. Elections will be held next week. The videographer job description has been changed.

H. CSAC

No meeting.

I. YFA

YFA continues to address concerns of adjunct faculty. A new copy of the newsletter is almost ready. A new round of negotiations began on Friday to discuss faculty evaluations, a part-time article and salary placement. Interpretation of step advancement is being discussed with the District. YFA is recruiting individuals to serve on the Class Size Committee.

J. Academic Senate

There were three resolutions on the agenda which all passed. C. Martin attended the state plenary session where Leading from the Middle, Equity and Student Success were at the center of every discussion and resolution. Every campus is struggling with implementation. He was able to give a debrief to the faculty retreat held in August. He noted that we had a great start activity, but work needs to continue.

K. LTAC

No report. Jill noted that LTAC Highlights were sent out to members on November 6.

V. ADJOURNMENT

The meeting was adjourned at 4:55 p.m.

Next Meeting: November 23, 2015, Library Basement, Room 55, 3 – 5 p.m.

Future Agenda Items

CSU and UC hands on workshop