



**College Council  
Meeting Minutes  
January 25, 2016**

<b>Members</b>	<b>Representing</b>	<b>Present</b>	<b>Absent</b>
Jill Stearns	MJC President, Chair	√	
Al Alt	Vice President, College Administrative Services/ Facilities Council		√
Alfonso Romero	ASMJC	√	
Bill Anelli	Academic Senate	√	
Baljinder Gill	CSEA President		√
Brenda Thames	Vice President, Instruction	√	
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	√	
June Hunt	CSAC	√	
LaKiesha McDonald	CSEA		√
Lisa Husman	LTAC		√
Lonita Cordova	Academic Senate	√	
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	Instruction Council		√
Vacant	Professional Development Coordinating Committee		√
See Al Alt above	Facilities Council	-	
Amy Bethel	Recorder	√	

<b>Guests</b>	
None	

**I. CALL TO ORDER**

J. Stearns called the meeting to order at 3:03 p.m.

**II. WELCOME NEW MEMBERS**

New members Dr. Lonita Cordova, Veterans Services Coordinator/DSPS Counselor and Alfonso Romero, ASMJC Senator-Matriculation were introduced and welcomed to College Council.

**III. ACTION ITEMS**

**A. Approval of Minutes**

**Action Item - Motion:**

**Who:** R. McKenzie moved, J. Hamilton seconded

**What:** Motion to accept the minutes of 11/23/15 as presented. J. Andrews noted a change to the title of the conference he referenced in the ASMJC report.

- **Result: Unanimous approval, as corrected**
- **Motion Carried**

**B. Faculty Hiring Prioritization – Growth Positions**

The 2016-17 Faculty Hiring Prioritization – Growth Positions list was reviewed. The top five ranked growth positions need to be hired in order fill vacant positions and to meet FON. These include: respiratory care, English, math, child development and philosophy.

While the total number of allowable growth positions is not yet known, positions beyond the top five will not likely be sought. B. Thames added that Instruction Council followed the Faculty Hiring Prioritization Process - Growth as it exists. The Instruction Council will begin review of the process and will accept written suggestions for improvement.

**Action Item - Motion:**

**Who:** C. Martin moved, R. McKenzie seconded

**What:** Motion to accept the 2016-17 Faculty Hiring Prioritization – Growth Positions list and move forward with the hiring of the top five positions.

- **Result: Unanimous Approval**
- **Motion Carried**

**C. Consent Agenda**

**i. YCCD Board Policies**

Posted 1/8/16

3225: Institutional Effectiveness

3560: Alcoholic Beverages, Intoxicants, and Narcotics

3720: Computer Use

3820: Gifts/Donations to the District

5030: Fees

5040: Student Records, Directory Information and Privacy

5050: Student Success and Support Program

5110: Counseling

5130: Financial Aid

Posted 12/8/15

3-8018: Loan of District Property

3420: Equal Employment Opportunity Recruitment and Hiring

3430: Sexual Harassment

3501: Campus Security and Access

3503: Missing Student Notification

3510: Workplace Violence Plan

3515: Reporting of Crimes

3540: Sexual and Other Assaults on Campus

5530: Complaint Policy

5700: Athletics

6535: Use of District Equipment

The position of YCCD Board Policies on the College Council Agenda was discussed. It was determined that only those policies directly affecting governance should appear on the Consent Agenda and will be identified as such by President Stearns; all others should appear as Informational items. Proposed changes will be posted to the College Council website and opportunity for review and comment will continue.

#### **Action Item - Motion:**

**Who:** C. Martin moved, F. Carter seconded

**What:** Motion to move YCCD Board Policies to Information and Discussion Items with the exception of those that directly affect governance of the college.

- Result: Unanimous approval
- Motion Carried

#### **IV. INFORMATION & DISCUSSION ITEMS**

##### **A. Enrollment Update**

President Stearns noted a decrease of 155 FTES over the weekend; reasons for this are being explored. MJC will work hard to meet targets through late start spring offerings and scheduling robust Maymester and early start sessions. Moving forward, the college will continue strategic scheduling practices to increase opportunity and access for students.

T. Smith noted a perception by students that they cannot register in classes if they do not have priority registration or are fully matriculated. There was discussion of ways of changing this perception.

##### **B. Student Success and Equity Committee Update**

The committee has not yet met; they will meet next week.

##### **C. All Council Meeting**

An All Council meeting will be held while the councils are being evaluated. There was discussion of what the meeting would look like. C. Martin felt it could be beneficial to discuss the results of surveys, adding that the Council Evaluation Workgroup will be meeting soon. The meeting will be held on March 28, 3 – 5.

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

##### **A. ASMJC**

J. Andrews reported that Senate meetings will move to East Campus, Fridays at 2 p.m. Presentations were heard on the Student Equity Plan and Campus Safety at

the last meeting. Club Rush was held. Elections will occur in the next few weeks. P. Bettencourt expressed thanks to ASMJC for their willingness to partner with Child Development.

**B. Instruction Council**

There was no report. New members are being sought.

**C. Student Services Council**

R. McKenzie reported that multiple measures and Datatel issues were discussed.

**D. Resource Allocation Council**

Standard III was reviewed and evidence gathered.

**E. Facilities Council**

No report.

**F. Accreditation Council**

Accreditation Council has not met. Presentations were made on Institute Day in an open forum setting. The presentations will be repeated to create the opportunity to attend sessions on all four standards. Three faculty co-chairs will attend State Academic Senate training on Accreditation.

**G. CSEA**

Elections were held. The executive board attended training on Member Unity and E-Board training will be held next week. The focus of union leadership will be to unify members and increase morale.

**H. CSAC**

Has not met.

**I. YFA**

R. McKenzie reported that they are creating a survey for full time faculty regarding part time faculty issues. Concerns that eLumen may create an increase to workload are being reviewed.

**J. Academic Senate**

Multiple measures and learning communities at MJC resolutions passed. A first reading of Early Placement in High School (assessment) was held. Creation of a process of Program Discontinuance to accompany the policy and terminology: viability v. discontinuance was discussed. It will go to Instruction Council and College Council before going to Policy and Procedure Committee or the Board of Trustees.

**K. LTAC**

The revised Leadership Team Handbook has been finalized. Evaluation forms have been approved.

**VI. ADJOURNMENT**

The meeting was adjourned at 4:20 p.m.

**Next Meeting:** February 8, 2016, Library Basement, Room 55, 3 – 5 p.m. The February 22 meeting will be rescheduled to February 29.