



**College Council
Meeting Minutes
February 29, 2016**

Members	Representing	Present	Absent
Jill Stearns	MJC President, Chair	√	
Al Alt	Vice President, College Administrative Services/ Facilities Council	√	
Alfonso Romero	ASMJC		√
Bill Anelli	Academic Senate	√	
Brenda Thames	Vice President, Instruction	√	
Curtis Martin	Academic Senate President	√	
Debbi Partridge	CSEA President	√	
Florida Arias	Dean of Equity and Student Learning	√	
Flora Carter	College Committee for Diversity and Community	√	
Francisco Banuelos	Student Services Council	√	
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	√	
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	√	

Guests	
Jacki Forte	Director, Basic Skills
Dr. Ken Gonzalez	Data Coach, Achieving the Dream
Dr. John Nixon	Leadership Coach, Achieving the Dream

I. CALL TO ORDER

J. Stearns called the meeting to order at 3:05.

II. Introduction of New Members

New College Council members Francisco Banuelos, Dean of Enrollment Services and Special Programs, representing Student Services Council; and Debbi Partridge, Multimedia Technician, CSEA President were introduced.

III. ACTION ITEMS

A. Approval of minutes

Action Item - Motion:

Who: R. McKenzie moved, J. Andrews seconded

What: Motion to approve the minutes of February 8, 2016 with correction to attendance

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

B. Institutional Review Board Handbook (IRB)

Action Item - Motion:

Who: C. Martin moved, R. McKenzie seconded

What: Motion to approve the Institutional Research Board (IRB) Handbook

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

IV. INFORMATION & DISCUSSION ITEMS

A. Achieving the Dream: Capacity Framework – Dr. John Nixon

Dr. John Nixon, Achieving the Dream Leadership Coach shared Achieving the Dream's Institutional Capacity Framework and Institutional Capacity Assessment Tool. The tool has evolved over the past 10 years and is an expansion of AtDs original framework of helping colleges build capacity around five principles required for organizational change. The full document may be accessed [here](#). There was a sharing of information, vigorous discussion occurred and questions were asked and answered.

B. Achieving the Dream: Turning Data into Information – Dr. Ken Gonzalez

Dr. Ken Gonzalez, Achieving the Dream Data Coach shared information from Grossmont Student Success Findings and shared how the data elements are relatable to MJC. The document may be accessed [here](#). There was a sharing of information, vigorous discussion occurred and questions were asked and answered. Dr. Gonzalez will return to campus on March 11 for Focus Group Training.

C. YCCD Board Policies

DRAFT 4021: Program Discontinuance

DRAFT 6100: Fiscal Responsibility

DRAFT 6340: Contracts

DRAFT 6400: Audits

DRAFT 6530: Authorization to Drive District Vehicles

DRAFT 6620: Naming of Facilities

J. Stearns asked the group to share the policies with their constituent groups for review and comment. Policy 6620: Naming of Facilities was discussed and it was clarified that the proposed policy was to prevent an expectation that a building would be named immediately after individuals.

D. Enrollment Update

J. Stearns shared a Section Enrollment Summary Report for the spring 2016 term dated 2/29/2016. The 2015-16 target FTES is 15,024.

Current Resident FTES: 5930.72

Current Non-Resident FTES: 32.86

Total Sections: 1630

E. Student Success and Equity Update

Due to time restraints, no update given.

F. REPRESENTATIVE REPORTS

Due to the amount of meeting time dedicated to Achieving the Dream, no representative reports were given.

VI. ADJOURNMENT

The meeting was adjourned at 5:05 p.m.

Next Meeting: March 14, 2016, Library Basement, Room 55, 3 – 5 p.m.