



**College Council
Meeting Minutes
April 13, 2015**

MEMBERS

Council Member	Representing	Present	Absent
Jill Stearns	MJC President, Chair	√	
Susan Kincade	VP Instruction		√
Al Alt	VP College Administrative Services	√	
Brenda Thames	VP Student Services	√	
Flerida Arias	Professional Development Coordinating Committee		√
Nancy Backlund	College Technology Committee	√	
Patrick Bettencourt	Dean	√	
Debi Bolter	YFA President		√
Flora Carter	College Committee for Diversity & Community		√
Baljinder Gill	CSEA President		√
Jennifer Hamilton	Resource Allocation Council		√
Lisa Husman	LTAC	√	
Deborah Laffranchini	Instruction Council		√
Curtis Martin	Academic Senate VP		√
Ross McKenzie	YFA Rep	√	
Chad Redwing	Academic Senate	√	
Martha Robles	Student Services Council	√	
Mike Smedshammer	Distance Ed Committee	√	
Tanya Smith	CSEA	√	
James Todd	Academic Senate President	√	
Joan Van Kuren	CSAC	√	
Luis Rebolledo	ASMJC President	√	
Tyler Minane	ASMJC		√
Roxanne Weaver	ASMJC		√
Vacant	Accreditation Council		
Vacant	CSAC		
Vacant	Facilities Council		

GUESTS

Name	Title
Peggy Fikse	Director of Student Financial Services

I. CALL TO ORDER

Jill Stearns called the meeting to order and welcomed new CSAC rep, Joan Van Kuren.

II. INFORMATION & DISCUSSION ITEMS

Due to lack of a quorum, the meeting commenced with information and discussion items.

A. College Council Evaluation

Jill Stearns reminded members that evaluation for the last two years has been round table discussion. This year, more of our other councils have used survey monkey. Jill asked members if they would like a more anonymous evaluation this year or discussion like the last two years. Due to members being absent, there will be some time today and some time at the next meeting devoted to evaluation. The floor was open for comments.

James Todd asked how do we make sure we are all fully informed on the campus? He suggested once a month or every meeting, having an overview from Jill on how we are doing at our college. A framework for every couple of meetings such as here's where we are and here's where we need to be. A recap of the month.

Jill Stearns responded that a summer project for her is working with the new researcher and developing the college mission, vision, and values into a strategic plan. Behind all of that is the data and having a dashboard on our web site. James added that this fits well with our vision.

Ross McKenzie said that along those lines is the YFA newsletter at the bottom that gives that type of information. Having a box of numbers we could take to our constituency and having a hard copy helps.

Jill Stearns asked if the presentations that College Council had this year were beneficial. James Todd suggested Clery Act type notifications adding that we might need something on creating a culture where everyone understands everything regarding harassment and violence. How do we train our students? We all need to learn and remind ourselves what the regulations are and being able to teach a little more about it. Presentations on initiatives might be good.

Ross McKenzie commented that if you have seen the presentations multiple times, that is tedious.

Jill Stearns stated that she would like to have presentations from the new Director of District Security, John Black and the new Vice Chancellor of Institutional Research, Marc Beam.

James Todd asked if we could send out a more anonymous evaluation.

Jill Stearns asked if there is anything members don't want to talk about? Policies is as settled as it is going to be and we now have an ad hoc committee of the YCCD Board of Trustees.

ACTION ITEMS

A. Approval of Minutes

Action

Motion: Ross McKenzie moved to approve the minutes of March 23, 2015.

Second: James Todd

Result: The minutes of March 23, 2015 were approved by aye vote with 1 abstention.

B. CONSENT

a. YCCD Board Policies

- 1. 4-8079 – Student Transportation - Field Trips**
- 2. 5-8079 – Student Transportation – Extra Curricular Activities**
- 3. 6-8079 – Student Transportation**

Ross McKenzie reported that YFA wants clarification on class meetings off campus. Jill Stearns responded that she doesn't know how that reflects expectations. We are specifically forbidden to arrange carpools and we are stepping into deep water if you ask students to meet somewhere else. You are asking them to go to a field trip and procedure for field trips needs to be followed. As long as all documentation and alternate assignments are provided, it is ok to meet "over there". For example, meet "over there" and if you are unable, this is an alternate assignment.

Action

Motion: James Todd moved to approve the above consent items.

Second: Ross McKenzie

Result: Motion passed by aye vote.

b. First Read – YCCD Board Policies

1. 3540 – Sexual and Other Assaults on Campus

Ross McKenzie asked who does the authorizing for the Title IX Coordinator or the Vice Chancellor of Human Resources to release information regarding the identity of the victim and other related assault information (page 3 lines 5-7)? Jill Stearns responded that she would say that an outside entity would authorize. Brenda Thames added that the victim might be requested to give a statement. Jill cautioned, that even if the victim goes to the press, we are not authorized to release any information. She stressed that we do not want to create a culture of fear. Jill pointed out that this is recommended language from the league. James Todd commented that it is more of understanding the varieties of harassments that can happen.

2. 7-8045 - Employee Evaluation

No comments.

3. 7150 – Evaluation

Ross McKenzie stated that faculty have always had a desire to have an evaluation of their dean. With faculty their peers, deans and students evaluate them and it doesn't always happen that faculty evaluate their deans. Jill Stearns responded that the 360° evaluation of managers is on a cycle and not done every year.

Action

These items will appear on the consent agenda at the next College Council meeting.

IV. REPRESENTATIVE REPORTS

A. Instruction Council

James Todd reported that Instruction Council has gone through a hiring prioritization document for what they think should occur. IC is still working on non-instructional. Changes are procedural, like timeline documents, and the other part of the document is about rubric. Each category was gone through to see what they felt would matter and mainly on the timelines when faculty should turn in their retirement papers. They will honor people retiring in December and they can turn in in September. It will be an 18 month window after that so we will have ample time to plan. Feedback on this will be obtained this week and it will be on the Senate agenda. The document will be presented to College Council.

B. Student Services Council

Peggy Fikse reported that Student Services talked about non-credit courses and what it might look like. The ID cards scantron, bar code is not quite like they wanted it but it will work and be more efficient. The Council also talked about institutional performance indicators.

C. Resource Allocation Council (RAC)

Al Alt reported that the last meeting of the year is scheduled for Friday. Due to the tremendous amount of members currently serving on screening committees, this meeting will probably not be held. Survey monkey was utilized for RAC's evaluation and there is a training plan. The agenda is being split between training and a nice clear budget development process.

D. Facilities Council

Al Alt reported that the Facilities Council's next meeting is on Monday. The last item on the agenda is one of the projects, the benches in Founders Hall that is coming forward for a last read. The survey has not been completed yet and the information will be used to set the Facilities Council's goals for next year.

E. Accreditation Council

James Todd reported that the Accreditation Council has been working over the last couple of meetings on thinking about best ways to build a schedule of priorities and how we are going to build a college community to best educate all of us. The council is meeting at 8 – 10 on Tuesday. The council read through and started a spread sheet for standards and where they would go. There will be overlap with the Senate and other committees. The desire is to get this work done before September. Notes were left on some of the standards regarding who to contact. A meeting is being scheduled with Marty Gang and Leslie Buckalew. Meetings will be held throughout the summer as well. There will be discussion with RAC to determine how to bring out resources. The council is down only 1 or 2 people

Jill Stearns added that Standard 2A9 is of significance. It is much more direct this time and there is every reason to believe that the next iteration of standards will be even more direct. There is a growing movement for students to be able to demonstrate that they have learned these student outcomes.

F. ASMJC

Luis Rebolledo reported that Cram Night is April 23 from 8 to midnight. He hopes to see a lot of familiar faces of professors attend Cram Night. The election is pretty much finalized and there

are some runoffs. The elections were modeled after the US presidential elections. ASMJC should have an idea of the official results by the end of this weekend.

G. CSEA

Tanya Smith reported that on April 4, some CSEA members attended a recognition luncheon to honor the chapter's unsung hero, Rita Perez. Sargon Yadegar was named YCCD employee of the year. Debbi Partridge was named State CSEA member of the year, one of only 5 members in the state. Tanya thanks those who donated to the recent fundraiser. There will be more fundraisers planned for the future. Brenda Thames commented that it would be nice to let everyone know of these awards that members received.

H. CSAC

No report.

I. YFA

Ross McKenzie reported that the YFA has a new President-Elect, Jim Sahlman. Elections for a new MJC Rep-at-Large and a new Vice President for Columbia will take place this week. Negotiations are continuing, work is being done on a part-time article, and they are about to start looking at total compensation.

J. Academic Senate

Chad Redwing reported that he attended all plenary sessions on pressures with Academic Senate. He commented that it was strangely nice to know that everyone was having the same exact problems we are and no solutions. It was good to know we are not alone in our problems and it was a really good meeting and he had some really nice, positive things to bring home.

Chad added that James Todd is a rock star at the State Senate and he was reelected by acclamation.

James Todd commented that it was good to see folks at the plenary. Debi Bolter, Curtis Martin and Chad Redwing attended along with James. The Senate still struggles with the same things in curriculum and is looking now at how we restructure pedagogy. There are two more Senate meetings for the semester. The Senate is going to recognize at least one or two part-time faculty.

K. LTAC

Lisa Husman reported that LTAC had a meeting with Gina Leguria who was pleased with the rubric for the management evaluation forms. LTAC will be finalizing the forms with instruction sheets and sending them out to their constituent groups for their approval. LTAC has an afternoon retreat planned in Oakdale with a tentative date of May 11th to finalize the evaluation forms. The scholarships being provided with the increase in Leadership Team dues are being sent to the scholarship office for them to review the criteria. The college scholarship offices will review the scholarship applications and choose the recipients.

L. President

Jill Stearns commented that College Council has done tremendous work this year around Student Equity and SSSP and looking at challenges those bring. The college is having the opportunity to hire success coach specialists we are putting in place to support students in a

new way. If a student has a bad problem, she now has someone to send them to. At the end of the day, we are able to contact students and take care of them. This is working, if for nothing else this one person who ended up with everything stacked against them. That is huge. Jill thanks everyone for their support of a different approach to student success.

Jill Stearns informed members that our partners in Stanislaus County are seeing what is happening at MJC and are really excited. She reported meeting with CSU, Stanislaus President Joseph Sheley and Superintendent of Schools Tom Changnon. A commitment was made today for every school that will let us, we are going to have a parents' information day for 6th through 9th graders.

Tanya Smith reported attending the DSPS graduation ceremony commenting that it was very inspiring to hear what these students have gone through to get to graduate.

V. ANNOUNCEMENTS/COMMENTS

VI. FUTURE AGENDA

1. Board Policy 7380 – Retiree Health Benefits: Academic Employees – Revisit when updated
2. New Faculty Orientation – Curtis Martin

VII. ADJOURNMENT