



**College Council
Meeting Minutes
September 12, 2016**

Members	Representing	Present	Absent
Jill Stearns	MJC President, Chair	√	
Al Alt	Vice President, College Administrative Services/ Facilities Council	√	
Brenda Thames	Vice President, Instruction	√	
Chad Redwing	Academic Senate	√	
Curtis Martin	Academic Senate President	√	
Debbi Partridge	CSEA President	√	
Elizabeth David	Academic Senate		√
Flerida 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		√
Jennifer Hamilton	Resource Allocation Council	√	
Jim Sahlman	YFA President	√	
Jonathan Andrews	ASMJC	√	
Julie Hughes	CSEA	√	
June Hunt	CSAC		√
LaKiesha McDonald	CSEA		√
Lisa Husman	LTAC	√	
Mike Smedshammer	Distance Ed Committee	√	
Nancy Backlund	College Technology Committee	√	
Patrick Bettencourt	Dean	√	
Ross McKenzie	YFA	√	
Shelley Circle	Academic Senate	√	
Wyant "Bear" Unruh	ASMJC	√	
Vacant	Accreditation Council		√
Vacant	ASMJC		√
Vacant	Instruction Council		√
Vacant	Professional Development Coordinating Committee		√
See Al Alt above	Facilities Council	-	
Amy Bethel	Recorder	√	

Guests	
None	

I. CALL TO ORDER

J. Stearns called the meeting to order at 3:05. Introductions were made and all were welcomed to the new year.

II. ACTION ITEMS

A. Approval of Minutes of 4/11/2016

C. Martin recalled that a Program Review Workgroup was established at the April 11 meeting. There was no mention of the workgroup in the unapproved minutes.

Approval of minutes was postponed to 9/26/2016 in order to verify and include the Program Review workgroup.

III. INFORMATION & DISCUSSION ITEMS

A. College Council Role and Responsibility

President Stearns reviewed the role of College Council as described on page 20 of Engaging All Voices for the benefit of returning and newly appointed members.

College Council members are to be communicators; to be a conduit for information coming into and going out of the Council.

Items appearing on the agenda are related to institutional effectiveness. College policy and procedure revisions are brought to College Council for review but not for action. College Council members can impact revisions to Policy and Procedure through input to their representatives serving on the Policy and Procedure committee. As we get more into the 3000 and 4000 series, we may see that there is more impact to the college. We practice concurrent review and there is not typically an opportunity for a second reading after the draft policy and procedures come to College Council.

An MJC College Council 2016-17 Planning Grid, outlining estimated dates that College Council can expect to see items related to Achieving the Dream, Strategic Plan, IEPI Goals and Institution Set Standards, Budget, Faculty Hiring Prioritization, Technology Plan and Institutional Self Evaluation was shared.

B. YCCD Board Policies

R. McKenzie noted that it appeared that Policies 3500, 3505, 8028 and 8073 were being eliminated. A. Alt explained that the since the content is addressed in other policies, it is being recommended that they be eliminated. He further explained that revisions may be made for other reasons dependent on the particular policy: language used may be prescribed by law or recommended by the CCLC. J. Hamilton shared some grammatical edits. Dr. Alt will share a link to the site containing the most recent drafts from the Policy and Procedures committee with members of the Council.

<https://sp-portal.yosemite.edu/committee/policycommittee/Constituency%20Group%20Review/Forms/AllItems.aspx>

C. Enrollment Update

President Stearns shared a Section Enrollment Summary Report dated 9/12/2016. The 2016-17 target FTES is 15,024.

Current Resident FTES: 6077.16
Current Non-Resident FTES: 38.07
Total Sections: 1,595

Enrollment numbers were discussed. We have just passed census day. Mary Bylsma, Central Services Internal Auditor/Budget Analyst, will be able to provide better comparative information between fall 2015 and fall 2016. We are down about 200 FTES this week over last week. It was noted that coincidentally there are currently the same number of sections offered this semester as were offered last fall semester. This is not an indication that the schedule was rolled from fall 2015 without changes; work still continues to align schedules with student need and demand.

D. Budget Update

A. Alt shared that the 2016-17 budget is being augmented with one time monies made available through cost savings. Last semester, the Resource Allocation Council put forth a recommendation that was accepted by the College Council to use any additional monies to augment PTOL and operational expense budgets. He shared a memo indicating that the funds were to be allocated as recommended by Resource Allocation Council and approved by College Council. He reiterated that this is one-time monies from savings, and if we spend it all, we could begin 2017-18 in a similar manner next year with a smaller beginning budget.

Instructional Equipment and Library Materials (IELM) monies will become available and will be allocated with an emphasis on funding projects in areas that have completed their program review.

E. Student Success and Equity Update

SSSP, BSI, and Equity Plans are not required to be submitted to CCCCCO this year. Instead, the plans approved for last year will continue while a representative group works at the state level to blend Basic Skills, SSSP, and Equity into a single planning document for future years.

F. Strategic Plan Update

The YCCD Strategic Plan is complete allowing MJC to finalize the college strategic plan which is in alignment with the district plan. President Stearns shared sample pages of the MJC Strategic Plan. The MJC Strategic Plan will rely heavily on photos and quotes from campus leaders related to the college mission and vision to tell our story to the community while it delineates the strategic directions for the institution.

G. Accreditation Update - Institutional Self Evaluation

B. Thames reported that a draft from the narratives received from the workgroups should be ready in December. She will be visiting Oxnard as a team member and is looking forward to applying what she learns from that experience to the preparation for the MJC visiting team. ACCJC may soon solicit for site team members. Please respond to the invitation that will go out from the President's Office if you are interested in serving.

IV. ADJOURNMENT

The meeting was adjourned at 4:22.

Next Meeting: September 26, 2016, Library Basement, Room 55, 3 – 5 p.m.