

**Modesto Junior College**  
**College Council Meeting Minutes**  
**March 25, 2013**

**MEMBERS**

<b>Council Member</b>	<b>Representing</b>	<b>Present</b>	<b>Absent</b>
Jill Stearns	MJC President, Chair	√	
Susan Kincade	VP Instruction	√	
Michael Guerra	VP College Administrative Services	√	
Brenda Thames	VP Student Services	√	
Flerida Arias	Professional Development Coordinating Committee		√
Nancy Backlund	College Technology Committee	√	
Francisco Banuelos	Facilities Council		√
Debi Bolter	YFA Rep	√	
Iris Carroll	Distance Ed Advisory Committee	√	
Flora Carter	College Committee for Diversity & Community	√	
Paul Cripe	Resource Allocation Council	√	
Jillian Daly	YFA President		√
Rosanne Faughn	CSEA President	√	
Rhonda Green	LTAC		√
Jennifer Hamilton	Academic Senate President-elect	√	
Cece Hudelson-Putnam	Dean		√
Deborah Laffranchini	Instructional Council	√	
Eva Mo	Academic Senate	√	
Debbi Partridge	CSEA	√	
Martha Robles	Student Services Council	√	
Tanya Smith	CSAC		√
James Todd	Academic Senate President	√	
Korey Keith	ASMJC	√	
Kevin Sabo	ASMJC President	√	
Mike Sharif	ASMJC	√	

**GUESTS**

<b>Name</b>	<b>Title</b>
Rose LaMont	Economics Professor
Brian Sinclair	Computer Graphics Professor

**Business**

**1. Call to Order and Introductions**

Jill Stearns called the meeting to order.

**2. Review of Agenda**

Jill Stearns reviewed the agenda with members and added an informational item, *State and District updates*.

## Action Items

### 3. Review of Minutes

Susan Kincade, Debbi Partridge and Brenda Thames had some amendments to the minutes.

Debi Bolter moved to approve the minutes with the amendments. Iris Carroll seconded.

The minutes of February 25, 2013 were approved as amended by aye vote.

## Informational Items

### 4. Council Evaluation

Jill Stearns reminded members that the accreditation rubric requires attaining continuous quality improvement and documenting the process. There are only two more College Council meetings this academic year. College Council will engage in discussion of effectiveness of the new structure implemented this year. All of the councils will be asked to adopt a format for council evaluation having quantitative and qualitative measures. Jill has borrowed ideas from accreditation visits. The role and responsibility of the group and whether or not that has been met would be documented. The measure would be more qualitative for this group, it is a starting point for an ongoing cycle of annual evaluation.

Jill stated that this year the evaluation would be more informal. She added that it is important to make this step of evaluation and to document. The outcome will take place April 22<sup>nd</sup>. There will be a first reading of recommendations that come from the other councils regarding their role and responsibility also scheduled for April 22<sup>nd</sup>. College Council will have the summer to contemplate and have revisions. Jill will be working with council chairs to remind everyone that we are coming up quickly to the end of the year. She will ask that the other councils engage in evaluation at their last meeting of the spring.

### 5. State and District Updates

Jill Stearns informed members of California Community College Chancellor, Brice Harris' message. His primary goal is in the area of restructuring access. He believes the legislature has heard, and believes, that we are turning students away and they are thinking that the students will return. This puts the college in a position where we are going to have to be pretty thoughtful and perhaps aggressive to figure out where we are going to get back to where we are. The expectation is that we look critically at those things that we eliminated. If we bring them back, we need to make sure there is a real need. We need to focus on improving student success.

Jill stated that Dr. Harris believes regarding Prop 30 dollars that the colleges will be told how they are going to spend that money. The funding will be based on the number of students we have assessed and who have ed plans in place. This process was previously called matriculation. Martha Robles added that every college would get a base funding but the percentages haven't been approved at this time.

Jill stated that money for online instruction will come with a directive on how to use it. Many constituents are doing lots of lobbying. One of the big items is the notion of changing the census date, moving it to completion date. Another item is when 90 units are met, students would be asked to pay the full cost of instruction.

Dr. Harris has focused on the idea of adopting an online system where students could go on any system. They think they can make it easier for a student to take online classes at another college than the way it is right now.

There is a new scorecard about to be released from Accountability Reporting for the California Community College (ARCC). The idea was to take the 700 page report and do a snapshot. It was discovered that greater than 70% of students who enter college prepared achieve timely degree completion.

Jill informed members that everyone is struggling with trying to get to 2% growth, especially small colleges. MJC is having to work hard as well as other colleges and have put a lot into summer. We will be able to replace retirees, so that will assist. The chancellor has given permission to get some positions out for one year. Divisions are prioritizing. In some cases it might be the replacement will be where the retirement took place in the division. We are still waiting for information on what next year will look like concerning the budget. Jill clarified that there will probably be some full replacements and some temporary replacements.

Jill distributed a campaign flyer from the University of Hawaii for students and parents. The campaign encourages students to take 15 credits per semester to finish college on time. Jill suggested that each of our students (full time) would just have to take one more class. There was discussion about some students not being able to take more classes and the potential of the success rate going down with students taking additional classes. The deans are being asked to share summer packages for the students of the options. If we can get more students taking a heavier load, then we don't need to get more students in. It was reiterated that not all students are prepared to take 15 units.

## **REPRESENTATIVE REPORTS**

### **LTAC**

No report.

### **Academic Senate**

James Todd reported that Joan Smith and Teresa Scott will be attending the next Senate meeting to give a budget update. Jill Stearns, Michael Guerra and Susan Kincade will also be attending a meeting to talk about the budget. The goal is to have an idea of how the budget works and be all on the same page. The Senate is dealing with board policies. The FSAs are going well. Eva Mo added that the Senate is starting the conversation about how the process works between councils and their constituency groups. There is concern that waiting for information to trickle through committees and councils to get to the Academic Senate for discussion and votes would take much too long. It is hoped that a process to speed up information distribution and dialogue can be established in order to attain more timely discussions and more effective decision-making for all groups involved. James Todd added that the senate has had great conversations and just want to speed the process up.

The councils have been placed on the Senate agenda where action items can be discussed. The Senate is doing its own review process of how the councils are working and the progress made meeting their charges.

### **YFA**

Debi Bolter reported that negotiations are ongoing. Elections of officers to include president, vice president, budget analyst (to be appointed) and treasurer will be taking place. Bylaw revisions were passed. The dues increase passed by a narrow margin; however, rep council will be discussing to decide how to proceed.

### **CSAC**

No report.

## **CSEA**

Rosanne Faughn reported that negotiations are ongoing. The evaluation article is being reviewed. A vote will be taken next month for the annual conference attendees. She said that unfortunately, representatives are dropping out so she will be moving a few representatives around. She is attempting to bring awareness to members of what the councils are. People are asking where to report out. Jill Stearns responded that sometimes the report out will just go to your area work group, depending on the information.

## **ASMJC**

Kevin Sabo reported that the League of Women Voters is helping ASMJC with their election. The elections will be held on east and west and different food offered on each day. ASMJC is working with Student Services on Assessment Day on April 13<sup>th</sup>. ASMJC is sponsoring t-shirts for that day as well as clubs holding events. Clubs will be playing dodge ball. Brenda Thames added that she made announcements through the government teachers at high schools.

There will be an immigration forum at St. Stanislaus Catholic church and students are invited to come and share their stories. Mecha and ASMJC are participating. April 19<sup>th</sup> renowned biologist Neil Shubin will speak from 5 to 6 p.m. in the Performing & Media Arts Center. Cram night will be April 25<sup>th</sup> from 8 to midnight. ASMJC is working on getting a location. March 27<sup>th</sup>, a vendor fair will be held in the quad with businesses from the community participating. Everything will be free and businesses have to provide items for students.

ASMJC's budget was passed for next year. The students are excited about the 90 unit cap being pulled by the legislature. The fireside lounge renovation is an ongoing saga. Kevin did attend the facilities meeting but there wasn't a quorum in attendance and he hopes there will be a quorum at the next meeting.

## **Accreditation Council**

No report.

## **Facilities Council**

Michael Guerra reported that the bond projects were discussed at the last meeting. One that came forward was discussion on parking improvement. He doesn't know how long it will take for the parking improvement project on west campus to make it easier to travel. They did talk about the fireside lounge bolting of tables and will hold off on that. There was a report out on barrier removal that Francisco Banuelos will bring back to discuss.

## **Resource Allocation Council**

Paul Cripe reported that the group finally decided how to make decisions with consensus voting. If there is a time sensitive topic and it seems like it is going to be delayed, they will switch over to majority voting. There was a lot of information about the possible upcoming parking fee increase and a lot of discussion. The 50% law was discussed and what it was and what it means to the college. Paul said President Stearns said there would be a meeting between herself and a few people from the Senate regarding the topic of jump starting the budget in a way to make it acceptable to the Senate and others. Members requested that Becky Crow come in and let them know where the increased revenue is going to go which amounts to approximately \$264,000.

## **Student Services Council**

Martha Robles reported that the council has moved forward to change the Matriculation Workgroup to the Student Success Workgroup. The Student Services Council will be looking at the charge for the

Student Success Workgroup. The Student Services Council has looked at the matriculation components and will be looking at the membership of the Student Success Workgroup. The charge for the Student Success Workgroup will be broader and expanded to cover all aspects of the Student Success initiative. Student Services is looking at creating a Signature New Student experience with admissions, assessment, orientation, counseling, and advising. Criteria are being established for the Enrollment Priorities at the local level at Student Services Council. Assessment Day is planned for April 13. Instructions and communication for students and counselors is being worked on for degree audit.

Martha spoke on the Student Success initiative and indicated that the information will be going out on a frequent basis to the campus, the students, staff, and Academic Senate. Student Success Initiative Workgroups are created with representatives from all areas at the state level. She distributed a document regarding the student success initiative. Martha will be working with CSAC to possibly present information at their classified staff development day.

### **Instructional Council**

Deborah Laffranchini reported that the council discussed program review as continuing business and for the remainder of this year, the process will remain unchanged. This summer a team will meet to create a process for program review that will lead to continuous program improvement, responding to the question: How are our students navigating our program? Mike Adams and Jeff Netto introduced a draft document for consideration: Guiding Principles. The document was discussed, suggestions were made and responded to and a revised draft will be presented at the next meeting.

There are now 7 TMCs that have been approved by the CCCCCO (Admin of Justice, Art History, Business Admin, Communication Studies, Math, Music and Studio Arts); two have been submitted to CCCCCO and are awaiting approval (Kinesiology and Theatre Arts); and two are in the internal pipeline (Anthropology and Geology).

Susan Kincade made a public comment at the meeting reminding the council that the Ed Master Plan, which the Instructional Council is responsible for, will begin to be completed for its five-year plan.

### **ANNOUNCEMENTS/COMMENTS**

### **FUTURE AGENDA**

### **ADJOURNMENT**