

College Council Meeting Minutes
October 16, 2015 - 1:00 p.m.
Library Meeting Room

D. Adams, F. Cambon, K. Coghill, J. Cummings, Z. Ginder, L. Hinton, C. Hopkins, S. Nelson, D. Norton, D. Pieper, M. Plummer, and A. Riesgo.

I. Approval of minutes.

II. Agenda Items

a. CMCCD/MUSD MOU (J. Cummings)

Mr. Cummings received no recommendations from the committee members for changes and requested that this item move forward with one correction: a hard return after the word Career."

b. Technology Committee addendum (Z. Ginder)

Mr. Ginder reported that he received information regarding some typos in the document. He clarified that the names of those individuals who participated on the committee were mentioned as a concern; however, after some discussion it was decided that the individuals named were instrumental in the completion of this document and the names would be left as reported. It was further decided that Mr. Ginder can make the edits without bringing the document back to College Council.

c. ASCMC Constitution and Bylaws (D. Adams)

Ms. Hopkins asked about Club Advisors being CMC employees. She was under the impression that they needed to be a certificated position. Dr. Norton mentioned that at some schools this position is included in the job description. He sent off for clarification and upon receipt, determined that the college is within its right to say that it needs to be a faculty member. Mr. Cummings noted that the FCMAT guide does say that the individual must be certificated; however, he has not found anything in Ed Code or Title 5. There could be a local policy or approval that requires the position to be a classified staff member. Mr. Adams reported that the reason this topic came up is that one of the student advisors is not completing their duties. ASCMC has a concern regarding club funds when an advisor is not meeting the needs, and they are looking to temporarily give the ability to someone else to sign off on funds temporarily. Ms. Hopkins suggested that since the Dean of Instruction appoints advisors, we could have a failsafe be the Dean of Instruction in the absence of the advisor. Some discussion took place regarding information contained in Education Code Section 76060-86067 that states an employee can be designated to fill roles if there is absence or unavailability. Additional discussion took place regarding having some guidelines with responsibilities

clearly defined as well as a process to put another individual in place in the event things don't work out. Mr. Adams will work with ASCMC on this item. The District will work on defining the expectations of the advisor and make clear to the advisor that they are not meeting their duties and responsibilities. It was noted that this shouldn't be a surprise to the advisor if it becomes a concern. Considerable discussion took place regarding the details of this appointment and the most appropriate course of action.

d. All Staff Meeting – October 29, 2015 – 4:00 – 5:00 (J. Cummings)

At the Academic Senate meeting yesterday, discussion was held confirming that since October 29 is the fifth Thursday of the month, we could have an all staff meeting to discuss the suggested reorganization/staffing plan. Mr. Cummings asked for recommendations and offered to meet with groups individually if anyone would like to do so to facilitate additional dialogue. He further mentioned that we do want to spread the word as much as possible. He asked that everyone please encourage anyone who would like to invite him to a meeting. Mr. Cummings added that Dr. Norton could attend the meetings as well. He also mentioned that he has received positive feedback as a result of the presentation Dr. Norton made on Tuesday, and is going to try to do it again next week. Ms. Cambon asked if the reorganization chart that went to the Academic Senate is going to be sent out. Her concern was that it was only sent to instruction. Mr. Cummings assured those present that it is public information. Mr. Cummings did not want to provide information exclusive to the Academic Senate and indicated the organization charts should go out as there was no intention of exclusivity. It was pointed out that Nursing was the only change and staff received copies yesterday. Dr. Norton will send out information. The question came up if part-timers will be compensated for the meeting? Mr. Cummings responded that the meeting is voluntary for those who can make it.

e. Annual Institutional Goals (J. Cummings)

Mr. Cummings reviewed the information provided regarding annual institutional goals. Ms. Hopkins expressed concern that independent groups may be making up their own goals with no cohesion. It is from the long term master plan from which we derive yearly plans. Next year should be set as a result of the Education Master Plan and Institutional Effectiveness Plan. There is tremendous momentum going forward in the direction of student success. Mr. Cummings reviewed the Superintendent/President and Board Goals for 2015-2016. Our need to articulate what we are doing as an institution based on goals that are data driven was stressed. Ms. Hopkins added that as program review is completed, we should look toward these goals. The need for all areas of the college to meet the same goals was discussed. The question was posed if major initiatives meet that litmus within these six goals? Several items including the MUSD MOU, development of plans, reorganization could be answered affirmatively. He recommended use of the 2015-16 Superintendent/

President goals as institutional goals to inform decisions we are making moving forward. Ms. Hopkins recommended everyone take dialogue to constituent groups in an effort to get each employee group on the same page. A 30 day constituency review was recommended to include stated goals that are not prioritized.

III. Other

Mr. Cummings inquired if there is anything else we need to have on our radar. He mentioned that he met with the Institutional Effectiveness Committee and is encouraged that good things are happening. In addition, he mentioned that the group is in the process of developing an internal survey.

Mr. Pieper reported that the Academic Senate approved two articulation agreements that will be going on the Board agenda for the next meeting.

Mr. Ginder reported that the Tech Committee has created a survey for faculty and staff. He encouraged all groups to complete the survey and to dream big. He also encouraged everyone to visualize ideal technological views, and assured everyone that it will not take a lot of time. Questions for students will be forthcoming.

Mr. Cummings mentioned a Corning Glass UTube video regarding the future of technology in the classroom, noting that it is extraordinary what is possible and coming in the future. He mentioned how challenging it is when you don't know what you don't know. Technology is moving so fast and what is envisioned is extraordinary and may change the future.

Ms. Riesgo inquired about the opening of the Ada Hatch Childcare Center. The lessee is awaiting approval from San Bernardino County and this process could take 30-90 days.

Ms. Nelson commented that the Active Shooter Training was very good. Mr. Cummings stated he appreciates everyone's flexibility and sensitivity throughout the program as it worked out very well. He added that this is a great first start and mentioned that we have learned a great deal and will get better as we move forward. The level of authenticity was excellent and the details learned are valuable. Ms. Cambon commented that it is really great and all about safety.

IV. Tracking Chart Review

Next Meeting: November 6, 2015