

College Council
Monday, August 15, 2016
3:30 - 5:00 pm
Sam Karas Room

Minutes

Members: Luz Aguirre, Suzanne Ammons, Wendy Bates, Monika Bell, Diane Boynton, Heather Craig, Steven Crow, Laura Franklin, Scott Gunter, Lauren Blanchard, Kevin Haskin, Kiran Kamath, Elias Kary, Stephanie Perkins, DJ Singh, Francisco Tostado, Walter Tribley, Kim McGinnis, ASMPC Representatives

Absent: Heather Craig, Elias Kary, Stephanie Perkins, Francisco Tostado, ASMPC Pres., ASMPC Rep.

Guests: Susan Kitagawa, Vicki Nakamura

Item	Topic	Lead(s)	Type: Information (I), Discussion (D), Action (A)	Time (in min.)	Desired Outcome
1.	Welcome	Diane Boynton		5	Welcome members & visitors. Called to order 3:35. New members to meeting announced; some not in attendance.
2.	Campus Community Comments		I	3 min per.	Information only:
3.	Approval of minutes: a. June 14, 2016	Diane Boynton	A	5	Approval: The minutes were approved as amended. Motion made by Luz Aguirre; seconded by Monika Bell. All in favor, none opposed, Kiran Kamath abstained due to absence.
4.	Board Policies (see 2 nd pg) Admin Procedures	Walt Tribley	A I	20	Approval-Rec to Pres. Dr. Tribley emphasized the critical need to maintain current board policies, ACCJC will be reviewing this as part of the site visit. Vicki Nakamura was invited to present and review the board policies. She explained that most are replacement policies and that the language is standard from the CCLC templates and modified to apply to MPC <i>See last page</i>
5.	Replacement Positions Classified -Custodian	Steve Crow	I	1	Information only. Steve presented the position. Supportive standard verbiage will be added regarding consequences if not filled.
5.5	Added-Information only	Steve Crow Diane Boynton			Steve provided a brief overview of the 2016-17 Tentative Budget to say that it is essentially a rollover budget with some self-imposed cuts (efficiencies), approved positions

					<p>added in as well as technology to support classrooms and increases due to licensing. One time funds of approximately \$100K will be set up as a revenue and expense budget to support the process of program review and integrated planning and budgeting.</p> <p>Diane reported on the need to develop a rubric for planning components for program review and prioritization.</p>
6.	Adjournment	Diane Boynton	A		Meeting adjourned at 4:32 pm.

(Item 4 from 1st page)

Board Policy-Admin Procedures – Pres. Advisory Group (College Council) 8-15-16

Chapter 2-Board of Trustees: Vicki Nakamura presented the following BPs and APs inviting questions.

BP 2010 –Board Memberships: This policy partially replaces existing MPC policy 1005 - Composition and Authority of the Governing Board.

BP 2200 - Board Duties and Responsibilities. This policy replaces existing MPC policy 1007 - Specific Duties and Responsibilities of the Governing Board.

BP 2430 - Delegation of Authority to the S/P. This policy replaces existing MPC policy 1050 - Executive Officer of the Governing Board.

AP 2430

BP 2431 - S/P Selection. This is a new policy.

Board Policy 2435 - Evaluation of the S/P. This is a new policy.

AP 2435 - Evaluation of the S/P.

BP 2715 - Code of Ethics/Standards of Practice reflects local policy, and replaces existing MPC policy 1000 - Governing Board Code of Ethics and Conduct.

BP 2740 - Board Education reflects local policy and replaces existing MPC policy 1008 - Governing Board Orientation and Development.

BP 2745 - Board Self-Evaluation reflects local policy and replaces existing MPC policy 1009 - Board Self-Evaluation.

AP 2745

Wendy motioned to approve the Chapter 2 Board Policies as presented and Scott seconded; the policies were approved and recommended to the President with all in favor, none opposed and no abstentions.

Chapter 3 -General Institutional

Vicki presented on BP 3050 and BP 3200.

BP 3050 Institutional Code of Ethics

BP 3200 Accreditation

AP 3200 Accreditation

Susan Kitagawa presented the following Administrative Procedures for which the corresponding Board Policies had been previously presented.

AP 3410 Nondiscrimination

AP 3420 Equal Employment Opportunity Verbiage referencing EEO Officer was discussed and it was agreed to add “or designee” into the verbiage.

Human Resources

BP 7110 Delegation of Authority Verbiage was discussed and “fix” will be replaced with “develop”.

AP 7110 Delegation of Authority- “Associate Dean, Human Resources” will replace “Chief Human Resources Officer”.

AP 7120 Recruitment and Hiring; Susan informed the group of the oversight conducted during the hiring process.

BP 7150 Evaluations

AP 7150 Evaluations Slight verbiage change to add “process” after Management Team Employees evaluations process including Managers....(3rd paragraph).

BP 7160 Professional Development

Steve motioned to approve the Chapter 3 and 7 Board Policies as presented and Kiran seconded; the policies were approved and recommended to the President with all in favor, none opposed and no abstentions.