College Council Meeting

December 6, 2016

Present: Charles Galemmo, Jess Masi, Peg Wheeler, Catherine Duclos, Nicholas Gill, Sam Kelley, John Hall, Tom McGinn, Jason Arey

Absent: Barbara Finkelstein, Paul Archer, Sam Ellis, Audrey Gup-Mathews

**Call to Order**: 12:31 pm Charles Galemmo

**Approval of Agenda:**

PW moved to approve the agenda; TM seconded

Passed unanimously

**Approval of Minutes**

PW moved to approve the Minutes; JH seconded

Passed unanimously

**New Business:**

Student Jenna Cole asked for clarification on how the decision was made to change the Spring vacation schedule, and who was responsible for the decision. She mentioned that students have problems with childcare, and with not having family time available. Dual enrollment students will have no break, because they will have YCCC classes during high school breaks, and high school classes during the YCCC break. Jenna volunteered to create a survey to help determine the effects of this schedule change.

The vacation schedule has been under discussion by the President and others since 2014. It was discussed at the Faculty-Management Committee, which recommended that the schedule remain one week off in Feb and one week off in April. They received a counter proposal to have one week of vacation in Feb. and one in March. It was discussed at the Dean Council Meeting. A survey was done, with results pretty evenly split between vacations in Feb and April vs. only one week in March.

Considerations beyond those mentioned by Jenna included ending Spring Term one week earlier, allowing students to begin summer jobs earlier; splitting the semester into two 7-week sessions for ease of class scheduling; allowing students to cross-register with other colleges; and being able to hire adjunct faculty who also teach at other schools. The President preferred the change, and ultimately made the decision to do so.

JH confirmed that he has heard from Dual Enrollment students that they will be unable to take classes in the Spring. He hopes that will be addressed as they get used to the new schedule.

JM moved that Jenna create and run a survey with the help of Deidre Thompson, Coordinator of Student Involvement and Recruitment, and bring the results to the President and the Faculty-Management Committee. JH seconded it.

7 voted for the motion; 0 voted against it; 2 abstained. Passed.

**Updates:**

**President’s Update**

* Because BF is in Boston at the NEASC Conference, JA presented for her.
* Eight York County legislators attended the Legislative Breakfast held here on Fri., Dec. 2. Derek gave an update on the priorities of the MCCS; BF gave an update on YCCC; Jim Nimon from the Sanford Regional Economic Growth Council gave an update on the training YCCC has had with local employers; Representative Chris Babbidge gave an update on legislative activities and priorities from last year.
* Construction of the new building remains on schedule. Currently, furniture options are set up outside the Library. Please sample them and vote. These are not the exact pieces of furniture under consideration; we are looking at style, versatility and specs, not specific colors or manufacturers.
* Paula Gagnon, Doreen Rogan, Nick Gill and Barbara Finkelstein will be attending NEASC in Boston this week.
* The Holiday party is Tues. Dec. 20 from 9-10:30 am. Please RSVP to the email sent last week so we can get an accurate food count.
* The YCCC Foundation will meet next Mon., Dec. 12.

**Strategic Planning**

NG: Dec. 13 & 14 will be the Dot exercise to get input on the Action Plan. We will also have an online version to enable those who are not on campus those two days to give input. We will discuss the results at our next meeting, Dec. 15.

**Policy Committee:**

Ellen Harford reporting

Personnel lists and organizational charts have been updated. The Personnel list includes only positions and phone numbers, as the names of individuals filling the positions change frequently.

Paula Gagnon submitted an updated Display Policy which has gotten held up for various reasons. Because so much is done electronically now, it was suggested the committee change this to a “Communications Policy” giving it broader coverage. The Policy Committee has had trouble meeting to discuss this or other issues. Scheduling conflicts, workload and membership changes have impacted it. One person has left the Committee. Ellen asked if it would be preferable to disband the committee.

Discussion ensued covering the importance of a Policy Committee, guidance vs. enforcement of policies, and the makeup of the committee (Ellen, 2 faculty, 2 staff and 1 student). No mention is made of Ellen having to be the Chair of the Committee. Stacy Chilicki volunteered to be on the Committee to replace the member who left.

Further attempts will be made to meet in the Spring semester.

**Assessment Committee**

Diane Fallon reporting

Assessment Committee has been evaluating our Institutional Learning Outcomes. Stefanie Bourque was instrumental in getting this set up, and will be sorely missed.

**Old Business**

There was none

**Announcements**

There may be scholarships available to help students offset the cost of paying for childcare during the weeks in Feb. and April when schools are out but YCCC is in session. However, another member of the audience spoke and said that although there is some scholarship money available for the Spring semester only, it is usually given for weekly expenses, and it is unclear how to allocate that money for just those two weeks.

**Public Comments**

No public comments besides those within the parameters of the above discussions were offered.

**Adjournment**

SK moved; JH seconded

Passed unanimously; meeting adjourned at 1:40 pm