

College Council Minutes

Tuesday NOVEMBER 7, 2017

Present: Barbara Finkelstein, Sam Ellis, John Hall, Maria Niswonger, Paul Archer, Audrey Gup-Mathews, Joan Ludwig, Claudette Dupee, Jenna Cole, Maureen Michaud, Tom McGinn, Jason Arey, Allyson Mansfield

Absent: Peg Wheeler, Michael Oliver

**Call to Order** by Paul Archer at 12:30 pm

**Approval of Agenda**

Maria Niswonger requested that the Public Comment portion of the Agenda be moved and placed under New Business.

Motion by Paul Archer

Seconded by Claudette Dupee

Unanimous Approval

**Approval of Minutes**

Motion by Claudette Dupee

Seconded by Maria Niswonger

Unanimous approval.

### **Updates**

**President’s Update**

* The President publically thanked he IT Department for doing a phenomenal with the installation of the new phone system.
* As a reminder the Capacity Café will be held on December 1st in the Mid Café. All staff and Faculty are encouraged to attend.
* The dedication of the POW/MIA Chair will be held Wednesday, November 8th at 2:00 pm in the Pratt & Whitney Lobby.
* The College is the recipient of a $10,000.00 scholarship gift from the Sturdivant Island Tuna Tournament. The President will be travelling to Central Maine Community College to receive the check.
* The President will be traveling to Washington County Community College to attend a MCCS meeting on November 14th and 15th.

**Standing Committee Reports:**

**Strategic Planning Committee**

Nick Gill presented a brief summary of the history of the strategic plan. He stressed that the Strategic Plan is always a living, breathing document that is subject to change.

**Assessment Committee**

Dianne Fallon presented the results of a study on Institutional Learning Assessment Outcomes specifically based on the writing skills of online students in 200 –level courses across the curriculum.

**Other Committee Reports:**

**NEASC**

Doreen Rogan reported that all committee chairs and committee members have been finalized.

### **Old Business**

**None**

### **New Business**

**YCCC Strategic Plan for 2018 – 2023**

Motion to Endorse: Claudette Dupee

Seconded by Audrey Gup-Mathews

Motioned passed with 11 votes

Abstaining: Tom McGinn and Claudette Dupee

The President intends to approve and the sign the Strategic Plan which is inclusive to the whole community.

**Updated Organizational Chart**

Two changes were requested to Organizational Chart:

* Under the Academic Affairs Organizational Chart “Sciences” is to be changed to “Natural Sciences.”
* Under the President’s Organizational Chart a dotted line is to replace the solid line from Director of Development/ Special Assistant to the President to YCCC Foundation Board of Directors.

**College Council Governance Structure**

Maria Niswonger opened the agenda item with a discussion on the governance structure of the College Council and its effectiveness. There was debate over the role of the Council and the types of agenda items that are presented to the Council versus those that are not. In addition, the roles of ATD and NEASC were discussed and whether or not they should report to College Council. The Chair of the NEASC Governance Committee, Audrey Gup- Mathews, was asked to report to NEASC that there are questions about the effectiveness of College Council and whether there are ways to improve its functionality.

Maria Niswonger proposed a motion to request that all College Standing Committees be identified and asked to report to College Council at the December Meeting.

Seconded by Claudette Dupee

Unanimous Approval

**POW MIA Chair**

Maria Niswonger began the discussion by requesting information on the donation, history and placement of the chair. President Finkelstein detailed the acceptance of the donation by the YCCC Foundation and explained the historical significance of the POW MIA Chair. In addition, she described the ceremony that will take place to dedicate the chair and the permanent location of the chair in the Pratt & Whitney Lobby. An open discussion followed siting questions on the Foundation’s policies for accepting donations and gifts on behalf of the College. The Foundation’s Gift Acceptance Policy is available in the Foundation Office.

**Student Advising**

Maria Niswonger opened a conversation about creating a more effective way of interdepartmental communication in regards to student advising. Various options were discussed, such as advisors documenting notes on the student’s profile or flagging students to require a visit with their advisor before registration. Ideally, the goal is to have all advising and support groups sharing information to better serve the student.

### **Announcements & Public Comment**

* Student Senate will be hosting a Thanksgiving Luncheon on Monday, November 13th, and Tuesday, November 14th.
* The York County Business Awards Dinner is on Thursday, November 16th at Duffy’s Tavern & Grill, Old Orchard Beach, Maine. Tickets for faculty and staff are $35.00.

**Adjournment**

Motion by Maria Niswonger

Seconded by Audrey Gup-Maathews

Unanimous Approval

Meeting Adjourned 2:00 pm

Respectfully submitted,

Allyson Mansfield