**College Council**

March 7, 2017

**Present:** Charles Galemmo, John Hall, Audrey Gup-Mathews, Nicholas Gill, Jessica Masi, Peg Wheeler, Paul Archer, Catherine Duclos, Tom McGinn, Doreen Rogan, Samuel Ellis

**Absent:** Barbara Finkelstein, Paula Gagnon, Jason Arey, Bernadette Alie (notes taken by Jess Masi)

**Call to Order**: 12:30 pm Charles Galemmo

**Approval of Agenda:**

Paul Archer Approved; John Hall seconded

All were in favor

**Approval of Minutes:**

John Hall approved, Paul Archer Seconded.

All were in favor

**Updates:**

**President’s Update**

Doreen Rogan gave the President’s update in Barbara Finkelstein’s absence.

Construction- There will be cranes on site 3/10 to place the large Skylight from Wasco, and the seats for the large lecture hall have been ordered and should be installed by the beginning of June. We will apply for a temporary occupancy certificate, but cannot get the formal final permit until everything is installed. Special thanks were given to Hussey Seating for their generosity and press releases and photos should be posted shortly.

In the first week in April there will be some work completed on the chapel road to college drive turn, and they also plan to fill around the new building during that week as well.

Accreditation – The President and Vice President traveled to a NEASC meeting in MA, to appear before the commissioners and discus the results from YCCC’s focused visit from last October. The visit went well.

Events and Announcements:

Celebration for faculty and staff who recently completed degrees was today in CBR

3rd annual Donor Appreciation Breakfast for the Foundation is tomorrow at 8:00am in the mid café.

1 book 1 community event with author Susannah Charleton will be tomorrow at noon

Eggs and Issues featuring Captain Hunt from PNSY will be on March 10th

Quarterly meeting of the foundation will be held on March 13th at 2:00pm

There was a legislative meeting last Thursday in Augusta where 3 segments of higher education were represented

March 21st is the next President’s Council Meeting followed by the Trustee meeting on March 22nd and the all Maine Academic luncheon.

ATD- a team from YCCC went to the ADT conference in San Francisco a few weeks ago along with representatives from the other 7 campuses. YCCC will officially join the consortium in June.

Congrats to Audrey for her work on getting YCCC 15,000 for a new sounds system!

**Strategic Planning**

Nicholas Gill provided a strategic plan update to highlight the results from our most recent dot exercise and discuss the committees work plan moving forward. While all of the detailed information and stats can be found on the governance page of the [MyYCCC portal](https://my.yccc.edu/ICS/Campus_Services/Governance/Strategic_Planning_Committee.jnz), he wanted to point out that there were 102 people that participated in the dot exercise and that the top 3 categories were childcare services, physical wellness on campus and academic planning/course scheduling.

It was noted that the work of the committee is not to assign tasks or to do lists for others, but rather to suggest ways to prioritize and guide resources so that the college can address each item.

The next Strategic Planning Committee meeting will be on 3/16 from 11-12:15 and all are welcome to attend.

**Policy Committee**

Amber Tatnall provided an update for the Policy Committee. The group met last week to elect a chair and a note taker. They reviewed the work of the committee last year and set a meeting for March 20th that is open to the public where they will start a work plan for the year. [The Policy Committee portal page](https://my.yccc.edu/ICS/Campus_Services/Governance/Policy_Committee.jnz) will be updated online and agenda items will be advertised to the campus community

**Assessment Committee**

Dianne Fallon gave an update on the Assessment Committee. The committee no longer includes Stefanie Bourque as her shift in positions at YCCC removed her from the committee roster. They are currently collecting and reviewing writing samples from students in 200- level online courses.

**Old Business:**

**Spring Break Survey Report**

Jenna Cole presented the data from the survey that went out to the campus community regarding the new spring break dates at YCCC. The survey results and comments are included on the last page and will be posted electronically in these minutes on the College Council page of the portal.

Jenna highlighted a few statistics and comments to the group, (which can be reviewed at the end of these minutes,) and said that in the end she hoped that this exercise would at least show the community that we need to continue to increase communication and be sure that student voices are heard. She hopes that people will take the time to read the comments that were submitted in the attached survey.

Sam Ellis agreed to share the conversation with the President upon her return, and Faculty Management will give their recommendations on changes to the Academic Calendar, per usual, when it’s time to create the 2018-2019 Calendar.

**New Business:**

Doreen Rogan presented an online learning score card that will be shared with the campus community shortly in either a word document or electronic survey format. Doreen went to a conference and took a course on this subject and worked with Student Affairs staff this past summer to score social and student engagement as well as student support and put some action items into place for improvements.

Doreen will be putting together an online advisory team to review the score results from the campus community and hopes to continue to use the quality scorecard for online program review every 2 years.

**Announcements:**

Deidre Thompson – keep a look out for club sports in the fall. Hopefully Men’s and Women’s Basketball or volleyball

Dianne Fallon- Reminder that Pens and keystrokes is back

Peg Wheeler – come to the 1 book 1 community event today and watch for additional future events

Nick Gill- A team of people will be attending JAM in June and encourages requests to attend certain sessions

Stacy Chilicki – Reminder that committee work should be posted on the portal and offered assistance to anyone who needs help getting access

David Susman- Reminder that the religious Maine fieldtrip is coming up and to sign up early as it tends to fill.

**No additional Public Comments**

**Motion to Adjourn** Nicholas Gill, seconded Audrey Gup-Matthews

Passed unanimously at 1:54 pm.

**Survey Results:**

**Q1 My primary role in the YCCC Community is that of a:**

**Answered: 377 Skipped: 1**

**Student**

**Staff Member**

**Full-time faculty member**

**Part-time faculty member**

**Other (please specify)**

0% 10% 20% 30% 40% 50% 60% 70% 80% 90% 100%

|  |  |
| --- | --- |
| **Answer Choices** | **Responses** |
| Student | **75.33%** 284 |
| Staff Member | **7.43%** 28 |
| Full-time faculty member | **3.98%** 15 |
| Part-time faculty member | **12.20%** 46 |
| Other (please specify) | **1.06%** 4 |
| **Total** | **377** |

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| **#** | **Other (please specify)** | **Date** |
| 1 | adjunct faculty | 2/3/2017 3:17 PM |
| 2 | Adjunct | 2/3/2017 12:08 PM |
| 3 | I take one class once a week | 2/2/2017 5:27 PM |
| 4 | Landlord, tour guide, vacuum cleaner, peace maker, trouble maker, etc... | 2/2/2017 2:32 PM |

**Q2 Do you know that YCCC’s Spring Break will be March 13th – 18th, 2017?**

**Answered: 373 Skipped: 5**

**Yes**

**No**

0% 10% 20% 30% 40% 50% 60% 70% 80% 90% 100%

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| **Answer Choices** | **Responses** |
| Yes | **92.76%** 346 |
| No | **7.24%** 27 |
| **Total** | **373** |

**Q3 Does the timing of the Spring Break impact your ability to meet your academic obligations (i.e. attend classes, complete assignments, or participate in online discussions)?**

**Answered: 371 Skipped: 7**

**Yes**

**No**

0% 10% 20% 30% 40% 50% 60% 70% 80% 90% 100%

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| **Answer Choices** | **Responses** |
| Yes | **23.99%** 89 |
| No | **76.01%** 282 |
| **Total** | **371** |

**Q4 If yes, how so? (Select all that apply)**

**Answered: 86 Skipped: 292**

**Childcare restraints**

**Transportation**

**Issues**

**Work and/or scheduling...**

0% 10% 20% 30% 40% 50% 60% 70% 80% 90% 100%

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| **Answer Choices** | **Responses** |
| Childcare restraints | **58.14%** 50 |
| Transportation Issues | **11.63%** 10 |
| Work and/or scheduling conflicts | **65.12%** 56 |
| **Total Respondents: 86** |  |

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| **#** | **Other (please specify)** | **Date** |
| 1 | Why only one week? Most universities have 2. | 2/14/2017 11:52 AM |
| 2 | Why only one week? Most universities have 2. | 2/14/2017 11:52 AM |
| 3 | Business meeting out of state | 2/6/2017 9:50 AM |
| 4 | This is so difficult for me due to the fact that my children have vacation in February and April. We were planning on taking trip to visit family and I don't want to miss class and have work to do while on vacation, that isn't really fair to my children. I am now canceling my trip because my grade point average is really important to me. I also now have to find child care and as a single Mom this is costly and a real hassle scheduling wise. I think this was a really poor decision by the college. | 2/5/2017 11:39 AM |
| 5 | my spring break is now different from my high school student therefor planning valuable family vacations or down time together is eliminated | 2/5/2017 11:32 AM |
| 6 | n/a | 2/5/2017 3:25 AM |
| 7 | We usually drive to visit relatives together. Now we can't, unless either I or they miss a week of class. | 2/4/2017 11:41 PM |
| 8 | Relationships- in a long distance partnership and was planning on seeing him during those times vaca usually is...now have to wait, and only see him once.. | 2/4/2017 8:53 AM |
| 9 | and family vacation planned in april | 2/3/2017 1:13 PM |
| 10 | Abesences from class will be high that week jeopardizing student grades and learning. | 2/3/2017 11:38 AM |
| 11 | vacation time | 2/3/2017 11:37 AM |
| 12 | Monday students lose three class days due to the breaks no longer falling during the February and April holidays, as well as MLK day. It's a big loss to have 27 classes instead of 30, especially when snow days come into play. | 2/3/2017 11:28 AM |
| 13 | none of the above | 2/3/2017 7:06 AM |

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| 14 | online discussions shouldn't be scheduled during spring 'break'.. otherwise it's not really a break | 2/2/2017 6:27 PM |
| 15 | I am a single mother and not having the same vacation time as my son will make it difficult to attend classes this year. This is my last semester at YCCC and I am not happy with this change. I think this survey is a little too late, since you are asking my opinion. | 2/2/2017 4:36 PM |
| 16 | It does not impact any academic obligations | 2/2/2017 4:30 PM |
| 17 | n/a | 2/2/2017 2:58 PM |
| 18 | I answered no to the previous question. But I know this does cause a problem for some of my students who are parents of school children who have a February vacation. | 2/2/2017 2:54 PM |
| 19 | does not align with family member's vacation | 2/2/2017 2:48 PM |
| 20 | It hampens my staff by only having one week to clean the college & do projects | 2/2/2017 2:32 PM |
| 21 | will lead to greater student absenteeism | 2/2/2017 2:24 PM |
| 22 | I'm a teacher and it impacts my ability to go 1) on vacation or 2) to trainings during my school vacation weeks. I am more worried about my students who will have child care issues because the need to attend classes while their children are out of school. | 2/2/2017 1:59 PM |

**Q5 Please indicate which of the following Winter/Spring break options aligns best with your academic goals and personal commitments:**

**Answered: 376 Skipped: 2**

**1-week in**

**March in...**

**1-week in**

**February &...**

**1-week in**

**February &...**

**No preference**

0% 10% 20% 30% 40% 50% 60% 70% 80% 90% 100%

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| **Answer Choices** | **Responses** |
| 1-week in March in alignment with most Maine universities and Community Colleges | **13.03%** 49 |
| 1-week in February & 1-week in April in alignment with most Maine public school systems (K-12) | **51.86%** 195 |
| 1-week in February & 1-week in March | **6.91%** 26 |
| No preference | **28.19%** 106 |
| **Total** | **376** |

**Q6 Does the scheduling of the Winter/Spring break significantly influence your decision to attend YCCC?**

**Answered: 362 Skipped: 16**

**Yes**

**No**

0% 10% 20% 30% 40% 50% 60% 70% 80% 90% 100%

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| **Answer Choices** | **Responses** |
| Yes | **16.57%** 60 |
| No | **83.43%** 302 |
| **Total** | **362** |

**Q7 Additional Comments:**

**Answered: 71 Skipped: 307**

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| **#** | **Responses** | **Date** |
| 1 | I LOVE YCCC I WORK FULL TIME AND ATTEND SCHOOL PART TIME SO IT DOES NOT EFFECT MY LIF EOR SVEHDULE EITHER WAY :)))) | 2/17/2017 12:21 PM |
| 2 | While the timing of spring break doesn't impact me, it does impact the lives of many of my fellow students. YCCC is a community college & therefore, its spring break should coincide with that of the community. In other words, the YCCC spring break should be scheduled in sync with the local public schools' break. This allows families to spend time together & not incur extra costs associated with babysitting. | 2/16/2017 9:38 AM |
| 3 | students have complained about not having their feb break but personally it does not matter to me | 2/15/2017 3:39 PM |
| 4 | Question 5 on the previous page is misleading and should be altered. The current system is NOT in line with most  Maine colleges and universities. | 2/14/2017 11:53 AM |
| 5 | I think the feb and april vacations benefit most students due to other potential family vacations compared to just the one in march. As I already have a family vacation planned for mid feb. next year. | 2/12/2017 9:18 PM |
| 6 | Having two weeks off makes the term seem very long. I would rather have a single week, aka spring break week. Thanks for the change. | 2/8/2017 10:33 AM |
| 7 | N/A | 2/6/2017 8:46 PM |
| 8 | I think for those students who have young children who are in public schools this could be a hardship. I don't have that issue, but I can definitely see where it would be difficult for a large amount of students | 2/6/2017 5:04 PM |
| 9 | I wish this survey was conducted before the spring break schedule was changed. I have always liked the fact the students have had some say in how the school is run. I don't feel this happened during this spring break change. | 2/6/2017 10:27 AM |
| 10 | This is the first year that you changed the break schedule. This is a big deal for me as I have to young boys in school that I will need to provide care as well as I work for a company that provides childcare for families on the school vacation weeks for public school and will miss 2 days of work each week to attend my classes. Because I am not there at work I will also have to pay for my own children to attend care because they are not in my direct care. I feel that this change was also not well advertised to your currently enrolled students and was done with out this type of survey first.  I wish that someone would have poled our opinion first before making this decision. | 2/5/2017 8:07 PM |
| 11 | Hello. | 2/5/2017 6:48 PM |
| 12 | spring break needs to be the same as the k-12 school system. Yccc is a "community college" which our community has students that are parents. Most students that do not have children it mostly does not affect them as much as us who have children. I do not think that we were thought of when the decision was made to change it. I now have 2 kids out of school two weeks for their spring break in which i still have school. | 2/5/2017 1:22 PM |
| 13 | It is a little disappointing that we only get one week this year as in previous years we got a February and April break. I  think we should still get at least two weeks whether spread out over a couple months or two weeks in March or April. | 2/5/2017 12:19 PM |
| 14 | N/A | 2/5/2017 3:26 AM |
| 15 | YCCC is my only real option for attendance, so no, the break schedule doesn't impact my choice. But it will impact my ability to enjoy any extended family time. | 2/4/2017 11:43 PM |
| 16 | Thanks for putting out this survey! | 2/4/2017 9:53 PM |
| 17 | I cannot plan a vacation that will not lead to me missing some of my courses because of this change in the schedule. I  have children in public school and I cannot have them out of school for an extended period of time for our family trip. | 2/4/2017 12:15 PM |
| 18 | No comment. | 2/4/2017 10:22 AM |
| 19 | I preferred having the two single week breaks. They gave me extra time to focus on larger projects for school and I  found that I missed having those kinds of breaks during the fall semester as well. | 2/3/2017 10:11 PM |
| 20 | It would be nice to have break with my children but it is not needed, they are older so its not like I need childcare. | 2/3/2017 8:50 PM |
| 21 | : ) | 2/3/2017 8:01 PM |
| 22 | A forum should have been held at YCCC with current students to discuss the possibility in changing the vacation schedule. | 2/3/2017 2:26 PM |

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| 23 | I like how the initial breaks coincided with the breaks of Maine's public school system. | 2/3/2017 1:34 PM |
| 24 | Since most colleges get only one week off, this schedule works best for all of us. I find it interesting that people would complain. Not everyone has children. We cater our schedules enough to parents and I hear the "kid" excuse for late work and lack of attendance all of the time. | 2/3/2017 12:59 PM |
| 25 | The scheduling does not impact my attendance, as I am an employee. The impact is on the students. | 2/3/2017 11:38 AM |
| 26 | While I am not working in the public school system this year, I have and probably again. Working in both means I  actually have NO breaks. My only choice then is to cancel classes to allow for me to recoup and rest. | 2/3/2017 10:29 AM |
| 27 | PLEASE look at USM's academic calendar for their February and March dates. April is way too late. Students lose traction too close to the end of the term. President's week would allow families to spend time together and a March break aligned with USM would be consistent with other colleges. | 2/3/2017 9:53 AM |
| 28 | I think the decision to change Spring Break is a wise one. Two weeks of vacation in one semester is disruptive to the learning process. A week off three weeks prior to the semester break is especially disruptive. Also, the early completion date in May allows students to more effectively compete for employment with college students that complete their semester in late April. | 2/3/2017 9:44 AM |
| 29 | Having YCCC breaks being in line with the school schedule was one of the reasons I decided to return to school. As a mom of children with special needs it is very important that I be home during their vacations. | 2/3/2017 8:49 AM |
| 30 | YCCC is the best college in the area, regardless of the break schedule that they choose. Thank you. | 2/3/2017 8:43 AM |
| 31 | It is important to understand the impact on students when changing a spring schedule that has been in place for more than 20 years. Not only does it impact students who have children in the K-12 system, it also impacts all Early HeadStart and HeadStart parents as well as students who were for before and after school care at Y centers through the county. The new schedule will reduce the number of hours they work during vacations and have a significant economic impact on household incomes. | 2/3/2017 8:24 AM |
| 32 | This change does not affect me, however, I think it should have been more publicly announced prior to the start of the spring enrollment period for those that it does affect. | 2/3/2017 7:28 AM |
| 33 | I could have gone to Florida with my family if our vacation lined up with the Maine school system's. | 2/3/2017 7:23 AM |
| 34 | none | 2/3/2017 7:06 AM |
| 35 | im on vacation march 9th to 16th, no matter what the change, I would prefer to keep the current scheduled week off. | 2/3/2017 7:04 AM |
| 36 | I don't see the point of this survey. The colleges are going to schedule breaks for their convenience. If people don't like the break schedule they shouldn't have paid to go to YCCC. | 2/3/2017 12:00 AM |
| 37 | I feel that keeping YCCC breaks aligned with the school district helps parents of small children who don't have childcare. It also gives parents the extra time with their children that they might not have during the week due to busy schedules. | 2/2/2017 10:55 PM |
| 38 | I think it's good because we get out earlier. | 2/2/2017 10:53 PM |
| 39 | As a member of the PAS (Parents As Scholars) program, I believe this decision may impact a lot of parents choice in which college to attend. It could be seen as catering to the younger generation that live in the town the college is located. It could also seem to be giving special treatment to the residents of Wells. The students in the school travel from all over to attend, and not all of the students with children will have this same March break. I am committed to my education and will find childcare but it is not an easy task for two school vacations with four children. | 2/2/2017 10:14 PM |
| 40 | I was going to go on vacation during April vacation with my kids while they were on their school break. Now I have to change all of the reservations that I had booked months ago. | 2/2/2017 9:34 PM |
| 41 | It is much easier when the breaks followed the public school schedule. | 2/2/2017 9:08 PM |
| 42 | It is frustrating that this decision was seemingly made without input from students initially. It is very difficult to coordinate extra childcare and this break prevents me from working more. | 2/2/2017 7:27 PM |
| 43 | I'd prefer spring break to be scheduled as late as possible | 2/2/2017 6:28 PM |
| 44 | I much prefer the schedule we have adopted for this year. Fewer breaks are best. January is short, February has a long weekend, April has Easter/Good Friday. Weather is a part of Maine life. | 2/2/2017 5:17 PM |
| 45 | I am not a mother but I feel that those who are at YCCC for a specific or special reason and are parents have been wronged. The spring break used to be in April and that helped a ton with children not in school. It was already rough for February break I can imagine. Now they have to deal with 2 k-12 vacations while they are in school! | 2/2/2017 5:09 PM |
| 46 | As a parent attending college, it would be so much more convenient to have vacations that coincide with my school aged kids. | 2/2/2017 5:01 PM |

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| 47 | One week spring break works best for student learning without frequent interruptions to classes. There are less distractions and classes flow much more smoothly with only one vacation week, rather than having multiple breaks in the spring semester. It also allows students to graduate at a time similar to the UMaine System, which gives them equal opportunity to be qualified for employment opportunities that require a confirmed degree, rather than missing out on job offers because of a later graduation date. | 2/2/2017 4:57 PM |
| 48 | I started going here in fall 2016. I chose yccc because I thought it catered to roads students with families. So far with how you manage snow days along with spring break I am looking into other schools. | 2/2/2017 4:51 PM |
| 49 | I have a neutral position with regard to the spring break as long as we have one. | 2/2/2017 4:31 PM |
| 50 | N/a :) | 2/2/2017 4:05 PM |
| 51 | Can I add or you can propose two consecutive weeks in march for spring break which matches the University of  Maine | 2/2/2017 3:51 PM |
| 52 | For parents or people with children having the break in March and not following the public school break schedule makes school tougher. Lots of people both faculty and students have childcare obligations that will be impacted by not having the break during the same time as the school kids. Thanks! | 2/2/2017 3:50 PM |
| 53 | It seems sensible that if students are unable to attend class in person during the K-12 break weeks due to childcare constraints that instructors would make provisions for an online presence for those students. | 2/2/2017 3:45 PM |
| 54 | I won't have child care for two weeks during this semester because spring break doesn't align with my sons elementary schools break. Spring break should be at least at the same time as one of the breaks that Maine schools have either at the end of February or end of April. | 2/2/2017 3:35 PM |
| 55 | We have a different break then the high school systems so now I can't go on vacation with my family because my break doesn't correspond with theirs | 2/2/2017 3:09 PM |
| 56 | While the alignment with the school systems is convenient and incredibly helpful on the child-care front, I believe that ultimately it is a professional responsibility to work around the school's desired schedule. I can completely sympathize with those whose academics are interrupted by the disjoint schedules though. | 2/2/2017 2:56 PM |
| 57 | please bring back break in February. | 2/2/2017 2:54 PM |
| 58 | This question needs to be decided by students, faculty,and staff. If we can have 2 terms of 7 weeks each in the spring, and a late start term in the fall, why can we not have 2 different spring semester schedules.....one with a week off in March and one that aligns to the public school vacation schedule? | 2/2/2017 2:49 PM |
| 59 | The break schedule will only personally impact me this year, however, it will have a significant impact on my students. I have several that will be missing class or bringing their children with them to class. The demographic here at YCCC is much different than the other colleges in the UMaine system. | 2/2/2017 2:48 PM |
| 60 | This semester's schedule is a disaster for me and my family. | 2/2/2017 2:47 PM |
| 61 | This move to the one week Spring Break greatly impacts my students, and several of them will be unable to attend classes during those two weeks. I also had to reorganize my class schedules with that in mind, making sure I did not schedule special projects or exams during those two weeks when class attendance will be low. | 2/2/2017 2:41 PM |
| 62 | My husband and i went to this school cause it worked withbour kids school and us as parents and now one of us wo t be able to finish school or i wont be able to work and i am the only one who does to support my family. So i have wasted my time going to school to not be able to finish cause of this change in breaks. I dont just have aomeone to help watch my kids. I am very upset with this decision being made and not asking people or students about it first. Having consideration of the parents trying to better themselves. | 2/2/2017 2:35 PM |
| 63 | Just want to point out that the questions are not really designed for faculty... in other words, I think they would still have to fulfill teaching (blackboard, attending classes, etc) and while it may have impacted a decision to take a job at YCCC the last question doesn't really apply either. | 2/2/2017 2:27 PM |
| 64 | student absenteeism likely to rise during K-12 public school breaks if we don't follow the same scehdule | 2/2/2017 2:25 PM |
| 65 | Many Employees, students and staff have obligations to area schools that still follow the traditional Feb/April vacations and will take the weeks off if they need care for dependents ect due to costs of care | 2/2/2017 2:16 PM |
| 66 | I prefer the K-12 breaks and am used to the rhythm of that schedule, but as this is my job, I'll do whatever the school mandates. | 2/2/2017 2:13 PM |
| 67 | I have children so while my kids have Feb an April vacation off I will be stuck trying to make arrangements and I will be in class so they won't be having as much fun | 2/2/2017 2:12 PM |
| 68 | Many students have approached me over the past few weeks to express their anxiety around having to arrange child care during the two vacation weeks. I am getting requests to bring their children to classes with them as well. | 2/2/2017 2:10 PM |

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| 69 | This does not impact me at this time in my life, but I believe that adjuncts and non-traditional students would benefit by having the breaks align with the schools. | 2/2/2017 2:08 PM |
| 70 | See above. For a college that is serving a lot of adult learners with children, alignment to the public school calendar helps with child care issues. | 2/2/2017 2:00 PM |
| 71 | We, as a college, should do our best to support families, especially families with young children. | 2/2/2017 1:57 PM |