

College Council Minutes

TUESDAY may 1, 2018

1. **Call to Order/ Roll Call**

**Present:** Sam Ellis, Audrey Gup-Mathews, Barbara Finkelstein, Claudette Dupee, Maureen Michaud, Maria Niswonger, Peg Wheeler, Joan Ludwig, Allyson Mansfield, Michael Oliver, Peg Wheeler, Jason Arey, Tom McGinn

**Absent:** Paul Archer, Jenna Cole, Brittany Heaward,

**Call to Order** by Maria Niswonger at 12:30 pm

1. **Approval of Minutes**

Motion by Claudette Dupee

Seconded by Peg Wheeler

Unanimous approval.

1. **Approval of Agenda**

Motion by Peg Wheeler

Seconded by Maureen Michaud

Unanimous Approval

1. **Reports of officers**

**4.1 President’s Report**

* 1. Thank you Paul and Maria for your College Council leadership and for those who served on Committees.
  2. Our NEASC Chair for October 2019 will be Dr. John Cox from Cape Cod Community College.
  3. On April 26th YCCC student Sharon Platt was honored at MCCS Board of Trustees Student of the Year Award.
  4. On May 15th Travis Richards will be awarded the Gorman Scholarship at a ceremony at the LL Bean Corporate Headquarters.
  5. Commencement will be held May 12th at the Ogunquit Playhouse. David MacMahon will deliver the Trustee Commencement Speech and Gary Leech, Owner, Congdon’s Restaurant and Bakery will be our guest speaker.
  6. On April 30th Peg Wheeler presided over the Vet Tech Program Pinning Ceremony for the soon-to-be graduates.

1. **Reports of Standing Committees**

**5.1 Strategic Planning Committee**

Nicholas Gill, Chair, presented a summary of the Committee’s work. The new YCCC 2018-2022 Strategic Plan was presented to College Council in November 2017 where it was subsequently endorsed. Verbal endorsement of the Plan by President Finkelstein at the College Council meeting was followed up by her written approval to the College Council. Between December 2017 and January 2018 new plaques were prepared and posted on campus reflecting the current college mission, vision, and core values.

**5.2 Policy Committee**

Amber Tatnall presented an end of year report on the 2017-2018 Policy Audit:

24 policies were reviewed and approved with no changes

8 polices were updated

10 polices are pending review

3 policies, no response

Ellen Harford is in the process of updating all of the policy documents, with approved edits, ion print and online.

The Policy Committee is seeking two faculty representatives and two staff representatives for AY 2018-2019.

**5.3 Curriculum Committee**

Jen Mallett, Chair, announced that two new programs have been approved: Animal

Care and Management, and a Small Business Certificate, along with a number of new courses.

**5.4 Assessment Committee**

Dianne Fallon, Chair, was unable to attend and her report was presented by Paula Gagnon. The committee has continued working with ILOs in regards to Diversity, Tolerance and Global Awareness. Several Rubrics have been tested and the findings should be posted by June 1st.

It was also noted that Program Assessments are due today.

* 1. **Health & Safety Committee**

Mark Paradis, Chair announced that the evacuation areas have been reconfigured from 6 areas to 3. The evacuation signs and maps will be changed in the room this summer. CPR and First Aid Training was a great success with 42 people attending.

1. **Reports of ad hoc committees:**
   1. **Curriculum Committee Update:**

Please see above Item # 5.3.

* 1. **Achieving the Dream Update:**

Paula Gagnon spoke about the ATD Plan and the goals of improved matriculation and increasing 1st year completion of gateway courses. The Plan will be submitted and in the Fall implementation will begin with smaller groups doing little pieces.

Nicholas Gill demonstrated the new live dashboards for all of Maine’s Community Colleges. Some of reports are reflective of ATD but there is a wealth of information available.

* 1. **Safety Committee Update:**

Please see above Item # 5.5.

* 1. **Governance Committee Update:**

Audrey Gup-Mathews asked for 1 or 2 volunteers to write up the results of the Cornerstones of Governance Survey. The format of the last report was created by Amber Tatnall for in-house use at YCCC. The final document will be used as part of NEASC documentation and reporting.

A motion was made to add a review of the Cornerstones of Government Survey to the 2018 Fall Agenda.

Motion by Peg Wheeler

Seconded by Maureen Michaud

Unanimous Approval

1. **Public Comment:**

None.

1. **Unfinished Business:**

**8.1 Creation of a New Standing Committee – Online Learning**

Motion to create and online Learning Standing Committee.

Motion by Claudette Dupee

Seconded by Joan Ludwig

Unanimous Approval

1. **New Business:**
   1. **Ad-hoc Advising Committee Recommendations:**

The report was presented to and accepted by College Council.

A motion was made to present the recommendations to President Finkelstein.

Motion to Approve: Tom McGinn

Seconded by Claudette Dupee

A motion was made to continue the Ad-hoc Advising Committee into AY 18-19.

Motion to Approve: Peg Wheeler

Seconded by Jason Arey

1. **Announcements**

Paula Gagnon thanked everyone for their support of the River Tree Arts Show highlighting the artwork of YCCC students. In addition, she announced that the 2018 edition of Pens & Keystrokes is available. The River Tree Arts Honors Recital was held on April 26th in the Hannaford Lecture Hall. It was a highly attended and very successful event.

Nicholas Gill, Jess Masi, Brian Hall, Jason Arey and Sam Ellis will be attending the Jenzabar Conference in Nashville. Little do they know that Jess Masi would be hospitalized.

1. **Meeting Adjourned at 2:00 pm.**

Respectfully Submitted:

Allyson Mansfield