

College Council Minutes

TUESDAY October 2, 2018

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

**Present:** Michael Oliver, Jenna Cole, Brittany Heaward, Peg Wheeler, Jane Kimball Foley, Paul Archer, Barbara Finkelstein, Allyson Mansfield, Heather Lewis, Joan Ludwig, Audrey Gup-Mathews, Sam Ellis,

Jason Arey, Tom McGinn, Paula Gagnon, Meghan Connelly, Maureen Michaud

**Also Present:** Past Chair Paul Archer

**Absent:** Maria Niswonger

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

1. **Approval of Minutes:**

Motion by Peg Wheeler

Seconded by Audrey Gup Mathews

Unanimous approval

1. **Approval of Agenda:**

Motion by Paula Gagnon

Seconded by Brittany Heaward

Unanimous Approval

1. **Reports of officers.**

**4.1 President’s Report:**

* 1. In September NMCC hosted the Presidents Council and BOT.
  2. **Question #5 on the November 6th ballot is for a $15,000,000 bond** issue to improve educational programs by upgrading facilities at all 7 of Maine’s community colleges**. If passed York County Community College** would receive$1,746,360 for information technology system upgrades and the development of the college’s Sanford Instructional Site to accommodate new programming in additive manufacturing.
  3. ATD Coaches visited in September as the College continues to move into year two of the ATD process.
  4. Enrollment continues to trend down system-wide.
  5. Most of the 4/30/18 provisions recommended by the Ad-hoc Advising Committee have been approved.
     1. The system data breach kept IT busy but as we move forward we welcome ideas in format style, portal access, email records and hardcopy storage.
     2. The 2018-2019 data collection will be analyzed to determine the impact/benefits of the recommendations.
     3. The college will be looking for grant opportunities to hire a Director of Advising for the 2019-2020 school year.
  6. The College will be instituting automatic computer lock screens after 15 minutes of inactivity. Log-in passwords will require changing every three months with a 14 day notice.
  7. Eric Bourque and Mark Paradis will be offering a training session on cyber security in November.
  8. In November YCCC will be hosting the MCCS Presidents Council and Board of Trustee Meeting on November 12th and 13th.

1. **Reports of Standing Committees.**

**5.1 Strategic Planning Committee:**

Nicholas Gill, Chair, said that the committee is currently comprised of 5 members and are hoping to fill 2 Student and 2 Staff vacancies.

**5.2 Policy Committee:**

No report.

**5.3 Curriculum Committee:**

No report.

**5.4 Assessment Committee:**

The Committee has three members including one adjunct but no faculty members.

* 1. **Health & Safety Committee:**

No report.

* 1. **Online Learning Committee:**

The Committee has an opening for 1 student member.

1. **Reports of ad hoc committees.**
   1. **Advising Committee:**

The committee is fully staffed.

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

The ATD coaches were here in September. ATD is a three-year project. The first year is a planning year and the plan has been submitted. System-wide there is a new ATD initiative - Math Pathways. The challenge is to determine what math skills are required for the different areas of study. Will required courses slow down the degree process? Is calculus necessary for a culinary degree? As a result, all community colleges might end up with 5 difference pathways. The Dana Center is working to redesign our current pathways.

* 1. **NEASC Update:**

The name has been changed to NECHE. The self-study is in the first draft process. There next four standards are: Educational Effectiveness, Institutional Resources, Academic Program and Teaching, Learning and Scholarship.

* 1. **Cornerstones of Government:**

A motion was made to have Meghan Connelly review the data and complete a summary of the survey findings.

Motion to Approve: Tom McGinn

Seconded by Paula Gagnon

Unanimous Approval

1. **Public Comment.**

None.

1. **Unfinished Business:**

None

1. **New Business:**
   1. **Vote on Jane Foley to be College Council Vice Chair this year and Chair next year:**

Motion to Approve: Tom McGinn

Seconded by Paula Gagnon

Unanimous Approval

* 1. **Online Learning Committee Bylaws:**

A motion was made to change the Online Learning Committee Bylaws to reflect a change in meeting time.

Motion to Approve: Sam Ellis

Seconded by Joan Ludwig

Unanimous Approval

* 1. **Proliferation of standing and ad hoc committees:**

Dianne Fallon opened a conversation about the number of committees vs the number of people available to serve the committees.

1. **Announcements.**

President Finkelstein thanked the College’s Faculty and Staff for all they do for the Students at YCCC.

Paula Gagnon reminded everyone that the first Visiting Artist Series event will be held on October 3rd in the Hannaford Lecture Hall.

Stacy Chilicki asked for volunteers to post lawn signs for the November 6th Ballot Question #5. She reminded us that the College cannot tell people how to vote.

Lauren Mayhew announced that the University of Maine Augusta Cyber Security Lab will be open to the public on October 11th from 4:00 pm to 6:00 pm. She also announced that she is hoping to hold an informational table in the Lobby about the Institution of Electrical and Electronic Engineering.

1. **Meeting Adjourned at 1:07 pm.**

Respectfully Submitted:

Allyson Mansfield