

## **College Council Minutes**

## **Tuesday April 4, 2017**

Present: Barbara Finkelstein, Paul Archer, Peg Wheeler, Audrey Gup-Mathews, Charles Galemmo, Jenna Cole, Michael Oliver, Nick Gill, Tom McGinn, John Hall, Jason Arey, Sam Ellis, Sam Kelley, Paula Gagnon, Bernie Alie

Absent: Jessica Masi, Catherine Duclos

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

**Approval of Agenda**

Moved by Paul Archer, seconded by John Hall. Passed

**Approval of Minutes**

Paul Archer moved to approve with one edit (ATD vs. ADT), Tom McGinn seconded. Passed.

**President’s Update**

Enrollment is up 2.1% by headcount, down .7% by credits. The most recent numbers for student retention, taken after the final date for withdrawals, show both counts up.

Construction: Our new building is almost complete! The building should be mostly finished by the end of May. We will apply for an occupancy permit, and hope to hold some classes there during the second Summer Session. The Hussey seating is scheduled to be installed probably before Memorial Day. There will be additional workers to help complete the outside siding. Chapel Road needs to be widened by the entrance into College Drive as part of the permitting process. Widening will be done this month.

Major Hunt from Portsmouth Naval Shipyard presented on March 10.

Two of our students, Bryanna Smith and Spencer Wilkinson, were named to the All Maine Academic Team of the MCCS. In addition, Bryanna will be heading to New Orleans to accept a $2000 scholarship from the American Association of Community Colleges as the Maine Representative on the All-USA Academic Team.

PTK Induction was March 27.

One Campus/One Read hosted Susannah Charleston, author of *The Possibility Dogs* on March 8 and a panel discussion on service animals on March 26. Four service animals took part in the presentations.

Bath Iron Works will be visiting our Sanford site; it was chosen as one of the best in the state for Advanced Manufacturing.

April 26 we will honor our Student of the Year.

May 5 is the YCCC Foundation Toast of the Coast fundraiser.

April 5 President Finkelstein will represent YCCC at the opening of the Avita Alzheimer facility in Wells.

In June, representatives of YCCC will attend the ATD kickoff in Cleveland.

We received a $3000 grant from the Crewe Foundation to purchase musical instruments, probably either electric pianos or acoustic guitars. The plan is to offer more music classes in our new building.

There are two Search Committees for faculty: one in Education, the other in Information Technology.

Liza Little will be full-time beginning our next Academic year.

We have RFPs out for the cafeteria and for furniture.

**Strategic Planning Committee**

Nick Gill reported that the Committee has been meeting virtually on actions and initiatives. They plan to have a full report in time for the College Council May meeting.

**Policy Committee**

Amber Tatnall reported that the Portal page for the Committee is currently being updated, and will include their meeting schedule and documents.

**Standing Committee reports**

None

**Old Business**

None

**New Business**

**1. NEASC Self-Study Update**

Paula Gagnon made a request for participants for the NEASC Self-Study.

 **2. Policy Endorsement**

 a. Policy Making Procedures

This is an update on how we make policy; it is not setting procedures. Moved by Peg Wheeler; seconded by Tom McGinn. Passed.

 b. Display Policy

The key to bulletin boards was updated. References to the President’s Council will be changed to the Dean’s Council. When the tv monitors are updated and working again, they will be addressed for inclusion in the Display Policy or Communications Policy, whichever is most appropriate. The Display Policy may eventually come under the Communications Policy when that is updated. Peg Wheeler moved; Jenna Cole seconded. Passed.

 c. Animals on Campus

Because of concerns about clarity, this was kicked back to the Committee.

 d. Benefited Employees Teaching as Adjuncts Policy and Procedure

MCCS prefers the term “Benefitted Employee” rather than “permanent” or “full-time” employee. This is a policy to make sure that work time is made up if a class is taught during regularly scheduled work hours. Because an Adjunct contract would be in place, Tom McGinn proposed changing the wordage to remove the reference to “pay as an adjunct.” Seconded by Peg Wheeler. Passed with 3 abstentions.

 e. Tuition Reimbursement Policy

Most unions address this directly by setting a dollar limit on the amount that will be reimbursed. However, some employees are either not represented by a union, or have vague language in their union contract, allowing reimbursement “if it is budgeted.” Frequently, there is no budget line item for tuition reimbursement, leaving these employees at the whim of their supervisor. Charlie Lyons had instituted a policy for these employees; however, no MOU was created. Much discussion centered on the need to honor union contracts first and foremost. Tom McGinn proposed the policy be approved with the removal of the note at the end referencing MEA Administrators. Peg Wheeler seconded. Passed.

 **3. Student Success Statement**

Although most members liked the bulk of the statement, concerns were raised that the last sentence lowered the bar for success. Because our graduation rate is one marker that the federal government uses to evaluate colleges, some wanted more emphasis on academics rather than just the goals of the individual student. This was kicked back to the Committee for fine-tuning.

**Announcements**

Mini grant applications are due on Mon. April 10

Foundation scholarship applications will go live on April 10.

Stacy will have a camera crew here on April 19.

Discussion ensued on whether to move the date of our next meeting or keep it the same, because it is Finals Week. Next meeting will be as planned.

**Public Comment**

None

**Adjournment** at 1:55 pm.