

College Council Meeting
Tuesday, October 25, 2016
2:00 – 4:00 pm
Sam Karas Room

Minutes –approved w/tracked changes

Members: Luz Aguirre, Suzanne Ammons, Wendy Bates, Monika Bell, Diane Boynton, Heather Craig, Steven Crow, Scott Gunter, Lauren Blanchard, Kevin Haskin, Kiran Kamath, Jon Knolle, Kim McGinnis, Stephanie Perkins, Lyndon Schutzler, DJ Singh, Francisco Tostado, Walter Tribley, ASMPAC Representatives

Absent: Lauren Blanchard, Scott Gunter, Kevin Haskin, Francisco Tostado.

Guests: Catherine Webb, Mike Midkiff, Catherine Webb

Item	Topic	Lead(s)	Type: Information (I), Discussion (D), Action (A)	Time (in min.)	Desired Outcome
	Agenda changes		I		Agenda changes: Accreditation Report to #4 Staffing Update to #5 Public Comments (added) Info Item Supervisor, Security and Emergency Preparedness added to #3.
1.	Welcome	Diane Boynton		5	Welcome members & visitors: Diane invited members to share tokens of gratitude.
	Public Comments		I	3 min per	Heather reported that MPC's a Academic Senate has invited the ASCCC President, Julie Bruno and ASCCC Treasurer, John Frieitas to our campus on Nov. 10 th , 2 – 4pm. Stephanie reported that 700 students enrolled in EOPS, most with 9 units or more. With these large numbers it will be critical to connect them with services.
2.	Approval of minutes: a. Oct 11, 2016	Diane Boynton	A	5	Approval: The minutes were approved. Motion made by Kiran; seconded by Kim. All in favor, none opposed; Jon Knolle abstained (absent).
3.	Replacement positions: a. Custodian Lead b. Security and Emergency Operations (Supervisor)	Steve Crow	I	5	Understanding of staff replacement needs a. The position was reviewed. b. Steve updated the group on recruitment of the Safety Operations management lead position. The position is upgraded from supervisor to director in order to recruit viable candidates. The position will be funded 75% from Parking and 25% from the General Fund.
4.	Staffing Update	Dr. Tribley / Cabinet	I	15	Feedback from Council members on staffing. Dr. Tribley spoke of organizational charts distributed and conversations held at the

					<p>advisory groups (especially AAAG) over the last several months. Feedback has been sought. He spoke about key positions –(1) Dual Enrollment Counselor—categorically funded?, (2) CTE Position, (3) Director of Communications & Marketing and plans to discuss at the Oct. 25th Board meeting. He mentioned having future discussions with CC/PAG regarding the Dean of Planning, and Institutional Research <u>and Institutional Effectiveness</u>. Dr. Tribley spoke of revising the master agreement with the Foundation with the intent of moving the Executive Dir. Position over to MPC as an employee of the College. The two positions in HR will now likely be just one.</p> <p>Stephanie commented on need for support staff.</p>
5.	Annual Report DRAFT (Update)	Diane Boynton	1, A	5	<p>Recommendation to accept Annual Report.</p> <p>Diane pointed to changes in red as per last meeting and invited suggestions, concerns and invited a motion to accept. Motion made by Steve; seconded by Kiran. All in favor, none opposed; Jon Knolle and Heather abstained (did not serve in 15-16). The Annual Report was accepted.</p>
6.	Accreditation Report	Walt Tribley, Catherine Webb	1, D	15	<p>Understanding of accreditation team’s findings and conversation about what role we play in responding to the recommendations:</p> <p>Dr. Tribley and Catherine discussed the relationship between the broad areas of need identified by the visiting team and MPC's self-identified Actionable Improvement Plans. They noted that we will likely have multiple follow-up reports due 18 months from the site visit (March 2018). Two documents were presented—Next Steps for Institutional Self-Evaluation Process, and the Actionable Improvement Plans. Catherine recommended that MPC (1) assign responsibility for AIPs and QFE projects so parties can get started, (2) establish a timeline for completing work on AIPs that falls within 18 months, and (3) establish a process for documenting progress and cataloging evidence as work is being done.</p> <p>Discussion was held regarding Learning Outcomes Assessments and formation of a plan and procedure for courses not being assessed. The District should place high institutional priority for 100% course assessment (currently at 70%).</p>

					<p>Steve spoke about AIP 6 & 7 and integrated planning, indicating that a Venn diagram could illustrate competing interests. Districts that are most successful in integrated planning do so through prioritizing needs and sacrificing.</p> <p>Dr. Tribley stated the following key points driving a mission driven college as:</p> <ul style="list-style-type: none"> • Fund the schedule. • Fund student services to help students reach their goals. • Funds left over are discretionary funds which can be looked at for innovation (usually a small amount).
7.	<p>Resource Guide to Decision-Making</p> <p>PAG – PIE charge comparisons</p>	Diane Boynton	I, A	30	<p>Recommendation to accept and implement Resource Guide</p> <p>Diane reported that Academic Senate discussed the Resource Guide and the charge comparison between CC and PAG at its last meeting; AS <u>endorsed</u> <i>The Guide</i> recognizing this as a living document to be reviewed on an annual basis to ensure it is kept timely.</p> <p>Discussion included a recap of the work previously charged to CC to be redistributed to PAG and PIE. Diane asked for comments and asked if the group was ready to invite a motion for CC to accept the new role of PAG to the Supt. /Pres. and to make the Resource Guide available to all. was recommended to the Supt., / Pres. The motion was made by Kiran; seconded by Jon. All in favor.</p>
8.	CBT: <i>Integrated Planning Handbook</i>	Diane Boynton	I	15	<p>Understanding of current state of <i>Integrated Planning Handbook</i>;</p> <p>The Handbook is still in process and progress is being made with the formation of PIE.</p>
9.	Bylaws (CC) & Operating Procedures (PAG)	Diane Boynton	I, D	30	<p>Revision of bylaws to reflect principles of <i>Resource Guide</i>.</p> <p>Only governance groups have bylaws (per the Resource Guide). Other groups operate through the “norms” and operating procedures. Discussion followed regarding terms for members. Diane noted the inclusion of tri-chairs instead of co-chairs and invited all to review the operating procedures and return for future discussion.</p>
10.	Adjournment	Diane Boynton			<p>End meeting by 4:00 pm</p> <p>Meeting adjourned at 3:42.</p>