President's Advisory Group Meeting
Tuesday, Oct. 10, 2017
2:00 – 4:00 pm, Sam Karas Room
Minutes

Members:

✓	Luz Aguirre (Classified)		Eric Maximoff (Classified)
✓	Suzanne Ammons (minutes, resource)		VP Student Svc(vacant)
✓	Grace Anongchanya (Faculty)	✓	Stephanie Perkins (Tri-Chair, Classified)
✓	Wendy Bates (Faculty)	✓	Lyndon Schutzler (Faculty)
	Lauren Blanchard (MPCTA Rep.)	✓	Francisco Tostado (MSC)
✓	Diane Boynton (Tri-Chair Faculty)	✓	Walt Tribley (Tri-Chair Supt./Pres.- non-voting)
✓	Heather Craig (Acad Senate Pres.)		Faculty (vacant)
✓	Steven Crow (VP Admin Svc)	✓	ASMPC Rep. Dalia Elkhalifa
✓	Kevin Haskin (MPCSEA Rep.)		ASMPC Rep. Armando Dimas
✓	Kiran Kamath (VP Acad Affairs		
✓	Jon Knolle (Dean)		

Guests/Presenters: Catherine Webb, Christine Erickson, Ed Johnson, Mike Midkiff, Robert Boardman

Item	Topic	Discussion / Comments	Action / Recommendations
	Introductions	Members introduced themselves and their roles welcoming new ASMPC representative Dahlia Elkhalifa to the group.	
1.	**Campus community comments**	**Kiran** – reported on and explained the state mandate "Guided Pathways" for $150M funded by the Chancellor's Office. The mandate requires (1) attend the Oct 23rd workshop (team of 10 will go), (2) Self-Assessment will begin at the workshop, and will be due at semester end, and (3) submit a multi-year work plan in March. Work on Guided Pathways is not new to the campus, and it be help enable student completion. It may also drive future funding. The AS web page contains a link to a video on Guided Pathways.	Recognition of college events, needs, concerns
		Francisco – reported on the new *CA Completion Grant* which provides $1,500/year for two years to students contingent upon several requirements that he explained. The State has also provided an emergency grant of $35K for Dream Act students.	
		Dr. Tribley reminded all of the work to be done this year:	
		1) Finalizing the follow up report with the ACCJC.	
		2) Working through PRIE to put planning-influenced resource allocation steps in place this year; we must use planning to inform resource allocation and do so earlier in the year.	
		Work to revise the Education Master Plan will likely begin after the ACCJC follow up report is completed in early spring.	
		Dr. Tribley requested that all areas help promote Late Start classes to help boost FTES; the sign up deadline is Oct 13. The home page on the web, lawn signs and Campus Announcements are among the efforts to publicize Late Start classes. He explained how growth in the areas of CTE, Basic Skills and Transferability will help reduce reliance on other external sources of FTES.	
		Diane reminded all of this Thursday's Guest Authors Series featuring novelist Tara Goedjen, author of *The Breathless*. Tickets can be purchased through the Humanities Dept.	

		Grace –Transfer workshops for CSU & UC will be held this month. Students are encouraged to visit a counselor for help. CSU applications should be submitted in Oct and Nov and UC applications in November. FAFSA applications can also be submitted now for 18-19. CSUMB has invited MPC and its students to collaborate with their campus's *National First Generation Day,* on Nov 8. **Lyndon –** The Lobos Booster Club will host its 4th annual Rubber Chicken Drop Raffle & VIP party, on Oct 28th. The game is at 1pm.	
2.	**Approval of Oct 10, 2017 Agenda**	Diane requested to add "The Institutional Action Plans" to be presented by Catherine Webb (not shared at last meeting), to follow the minutes.	Approval by consensus.
3.	**Approval of minutes:** a)**Sept. 26, 2017**	The minutes were approved as amended.	**Motion** – Heather **Second** – Luz **In favor** – 8 **Opposed** –0 **Abstained** 4- Grace, Lauren, Kiran, & Dahlia.
4.	**Institutional Action Plans**	Catherine offered suggestions on completing the Institutional Action Plans and options for setting up a link to the Shared Folder. Access for viewing could be granted to all, and editing permission to the specific roles named in the goals.	
5.	**Back to the Future: Revisiting the 9 College Council Rec from Oct 2013.**	Diane provided background on the creation of the October 2013, 9 Recommendations resulting from a survey to the entire campus. She explained the 8 criteria used to form the recommendations. The recommendations were intentionally non-specific, broad and general; College Council in its limited authority cannot recommend significant changes to programs or services without the support of other advisory groups, nor could it authorize reductions in force. College Council was challenged in September to produce recommendations and did so by Oct 31, 2013. The recommendations were presented to the President, who accepted them and also by the Board of Trustees. Dr. Tribley provided a brief oral summary/overview on the: ### Recommendations to Cut Costs, Grow Enrollments, and Generate Revenue (see notes) • Retirement Incentives have been offered with the last incentive being quite highly funded by the District. Such incentives are ways to potentially save funds and create options for the College to reorganize/redefine positions. In 2012 the District faced a potential $3M funding loss if Prop. 30 didn't pass. Prop 30 did pass, and yet the District still faced a deficit. At that time it was unclear as to how much funding would be lost due to changes in regulations at the state level (non-credit repeated courses, repeated credit courses etc.). • Cuts were made to the Theater, the CDC was restructured to greatly reduce costs and expand enrollment, booster club created for Athletics support, changes to the Business Skills Lab, Learning Support Services, early payoff of SunTrust Loan and more. • The District explored alternatives to being self-insured for medical cost	

		sharing in order to avoid potential cuts to programs and reductions in force in light of still declining enrollment.	
		• Institutional Efficiencies – Scheduling efficiencies were implemented to move towards a block scheduling format. Data is now available and used to inform better scheduling to serve students.	
		• Lifelong Learning needs are still being served with the need to implement a more efficient, less expensive model.	
		• A full time Marketing and Communications director begins in January.	
		• ESL taught in the community remains an opportunity for the College and a great need in many of our underserved populations.	
		• Partnerships have been developed with high schools, (AB 288), CSUMB and the Foundation. In 2012-13, the Foundation gave $1,000 to one student at each of the 5 area high schools. In 2016-17 there were eighty scholarships given.	
		• Online enrollment has increased to include agreements with over 40 states.	
		• Developing and implementing a plan to increase the number of international students remains to be done.	
		• Extramural funding – the District has significantly increased its participation in pursuit of grants such as Title IV and STEM.	
		• The budget is balanced for the first time since 2010 without the use of one time funds.	
6.	**Inside the Numbers**	Dr. Tribley (on behalf of the Tri Chairs) cited a **Jan 22, 2014** budget presentation on the 2013-14 UGF and invited discussion and recommendations to identify the most critical misunderstandings regarding the Budget, Expenses and/or Enrollments over the last few years. Comments/suggestions from members included the following. In blue are summarized and agreed upon topics for future presentations/discussion at PAG: • What are the true health and welfare benefit costs? (Include Restricted vs. Unrestricted.) **Dr. Tribley suggested inviting the Medical Broker – Alliant, to deliver a presentation (first to H&WCCC).** • The Library does not appear to have a complete or consistent version of previous years' budget books. This makes year to year comparisons difficult for many. **Steve Crow informed the group that analysis of prior year Budget is needed once the books are closed—mid November. Need budget managers to do analysis of their budgets since they are most knowledgeable about needed changes.** • Additional training is needed on the Budget Book and how to interpret it. **Training on budget books and training for budget managers on budget and budget development packets needs to be implemented.** • We need an understanding of our community and student base, especially as we prepare our Education Master Plan. **An environmental scan of our community and better understanding of our students' needs will precede the development of the Education Master Plan.** Members commented on the importance of data interpretation and the complicated budget process phases—development process,	

		realignment process and reconciliation process—and the ability to track the many changes along the way.	
7.	**Data Center Remediation Plan Phase I** (**List**)	Steve prefaced this information item to say that the Network Security Plan presented earlier is different from today's Data Center Remediation Plan. MPC has fortified its network security which may likely have protected the District from having its information systems hacked. Several community colleges have recently experienced information breaches. Technology requires refreshing and upgrading due to its limited lifespan.

Mike provided an update on the heat event over Labor Day weekend and need to shut down the data center and the complications encountered due to the layers of complexity and age of the system. The Data Center Remediation Plan would utilize solid state and newer technology that emits less heat, requires less space and will provide an infrastructure to house a future ERP system. He explained plans to remediate, redesign the AC system, redesign and data center remediation costs.

After the data center is right-sized at an approximate cost of $550K, AC requirements will be assessed and system upgraded as needed.

Additional comments included the following:
- This item was brought to Technology Committee on Sept 22nd as an action item. Technology Committee voted unanimously to bring to in PAG.
- The campus's Energy Management System needs to be upgraded. An initial plan and assessment has been made and application for Prop 39 bonds.
- The new AC design will require outside expertise with dedicated time and an objective perspective. This needs to be done **after** the Data Center is right-sized as there is anticipated to be a significant reduction in the amount of equipment requiring cooling.
- A phased-in approach is not feasible as the Data Center is a series of integrated systems.
- **All equipment in the Data Center is old and has been heat compromised many times over. Due to the current condition of the equipment within the Data Center, services (which include the Student Information System) cannot be guaranteed.**

Michael Midkiff brought this item to PAG to bring awareness to the campus that the equipment currently housed in the Data Center is a significant vulnerability to the District. | Understanding of IT Update needs |
| **8.** | **Adjournment** | Meeting adjourned at 4:05 p.m. approximately. | |