

President's Advisory Group Meeting

Tuesday, January 23, 2018

2:00 – 4:00 pm, Sam Karas Room

Minutes

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

Guests / Presenters: Mike Midkiff, Christine Erickson, Steve Napoleon, Judy Cutting, Susan Kitagawa, Shawn Anderson, Aaron Cepeda

Item	Topic: Discussion / Comments	Action/ Recommendations
1.	<p>Campus community comments: Members introduced themselves followed by CCC.</p> <ul style="list-style-type: none"> • Members reflected on the many improvements made to the campus over the past several years. A photo from 1992 was shared depicting staff engaged in a campus clean up day. • The Karas Room Technology has undergone several recent upgrades including switching from analog to complete digital, new projector/screen, monitors, computers, cabling and hearing assistance most of which should meet our needs for several years. • MPC will host the Migrant Education Program Region 16 on Feb 1st for an estimated 70-100 freshmen from Monterey County. On March 1st MPC hosts middle school students. • TRIO welcomed 10 new students for the spring check in. Currently there are 80 students preparing to transfer and graduate. A new "App" called "Remind 101" is being tried out this semester as a quick method of providing reminders to students. • Classes at the Education Center at Marina are reported to be well attended. 	
2.	Approval of Jan 23 2018 Agenda:	Approval by consensus.
3.	<p>Approval of minutes: Diane reminded all that PAG is not required to take action via recommendation and motion on approval of minutes, rather PAG could agree by consensus.</p> <p>a. Nov. 28, 2017</p> <p>b. Dec 12, 2017</p>	Approval by consensus; no questions or suggestions to amend.
4.	<p>Replacement Position (s):</p> <p>a. Straight replacements:- Custodian (1) & Custodian (2) David presented the straight replacement positions.</p> <p>b. Exec. Assist. Supt./Pres. and Governing Board. Dr. Tribley reported on the recent vacancy; the incumbent was selected for the Executive Assistant to the President.</p>	
5.	<p>Board Policies for approval; Members agreed to review each Board Policy first before the Administrative Procedures. Questions were invited.</p>	Approval / Receive information on

	<p>Admin Procedures as info only. (see attachment A for list)</p>	<p>The following BPs/APs had minor wording/edit changes to recommend:</p> <p>BP 3503 Missing Students Notification is adopted even though MPC has no living accommodations.</p> <p>BP 3550 Drug Free Environment – Add “cannabis”.</p> <p>BP 3715 Intellectual Property – Include language in reference to development of administrative procedures consistent with language in the bargaining unit agreements.</p> <p>BP 3720 Computer and Network Use – “mush” change to “must”.</p> <p>BP 3820 Gifts -Eliminate first sentence and reference to MPC Foundation as exclusive recipient of all gifts, cash etc.</p> <p>BP 3900Speech: Time, Place, Manner – PAG suggested further review (Student Services).</p> <p>BP 4250 Probation, Dismissal & Readmission- remove “NC”.</p> <p>BP 7210 Academic Employees - Replace DSPS with ARC. Spell out acronyms. Omit "from time to time" in par 4 and replace "Chancellor" with Supt/Pres. in par 4.</p> <p>BP 7360 Discipline and Dismissal – Academic Employees–PAG suggested further review; HR to confer with CCLC.</p> <p>AP 2410 Board Policies and Admin Procedures – change College Count to President’s Advisory Group.</p> <p>AP 3501 Campus Safety – Define hours of operation and need for available supporting services on campus such as security.</p> <p>Begin with AP 3530 Weapons on Campus at next meeting. Comments/questions should be noted to the AP tracking sheet.</p>	<p>corresponding Administrative Procedures.</p>
<p>6.</p>	<p>Recommendations to meet the Standards Recommendations to Improve Quality</p>	<p>Dr. Walt Tribley – The District’s current transition (Program Review integration into planning, amending the resource allocation process) to improve the student experience and support and progress monitoring is anticipated to provide meaningful results in about two years. Dr. Tribley underscored the urgent need to develop and implement a Program Review Assessment Plan. He reported that he has asked for a board approved plan to assess all 147 programs in the catalog and invited Catherine to provide an update from the LAC (Learning Assessment Committee):</p> <ul style="list-style-type: none"> • The LAC developed a plan to conduct program assessments for all 147 programs in the catalog by October 1 and asked Catherine to recommend the plan to the College via Dr. Tribley; Dr. Tribley, Catherine Webb and the LAC will present the plan to the Academic Senate for review/input. The plan will return to PAG with the plan to forward the plan to the Feb. 21st Board. • A portion of the plan includes ongoing support to the people doing the work of assessment. LAC will be conducting regular recurring workshops (LAC Lab) on Fridays on a drop in basis. 	<p>Understanding of progress made and possible opportunities to assist.</p>
<p>7.</p>	<p>Adjournment</p>		<p>End meeting by 4:00 pm</p>