

President's Advisory Group Meeting

Tuesday Sept 11, 2018

2:00 - 4:00 pm, Sam Karas Room

Minutes DRAFT

Members:			
	Luz Aguirre (Classified)	✓	Jon Knolle (Dean of Instruction)
✓	Suzanne Ammons (minutes, resource)		Eric Maximoff (Classified)
	Grace Anongchanya (Faculty)	✓	Larry Walker (VP Student Services - 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 (Academic Senate President)	✓	Walt Tribley (Tri-Chair Superintendent/President)
✓	David Martin (VP Administrative Services)		Faculty (vacant)
✓	Kevin Haskin (MPCSEA Rep)	✓	ASMPC Pres. Yuliana Barron Perez.
✓	Kiran Kamath (VP Academic Affairs)		ASMPC Rep. (vacant)

Guests: Kayla Garcia, Christine Erickson, Shawn Anderson, Catherine Webb, Vince Van Joolan, Cathryn Wilkinson

Item	Topic: Discussion / Comments	Action / Recommendation
1.	Members and guests were welcomed.	
2.	<p>Campus community comments:</p> <ul style="list-style-type: none"> • Dr. Tribley reported on the Elder Care Symposium, Sat., Sept. 15, 9–2pm. • David distributed flyers and reported on a recent partnership with CHOMP (Montage Health) for the purpose of providing a mobile clinic for free basic medical services to MPC students. The “bus” will be parked near the Gym, Sept. 19 – Dec 5, Wednesdays from 1-4pm for the fall semester. • Lyndon: the Don Romeka golf tournament held locally which donated some of the proceeds to the MPC Booster Club. • Francisco: the financial aid team has awarded more than 522 additional students than was awarded last year, same time. • Larry: MPC has received approximately 90 applicants for the MPC College Promise. Of those, approximately 70 have already been receiving a fee waiver, 10 have been awarded the MPC Scholarship, and another 10 are being contacted to apply for FAFSA or Dream Act. • Christine: MPC sent a team to the Regional Guided Pathways workshop in San Jose. Another team will be going to the ASCCC (Guided Pathways Institute) Conference this upcoming weekend. Rob Johnstone will be visiting and working with the campus on Sept. 21. 	
3.	Agenda: Sept 11, 2018	Consensus on agenda.

4.	Minutes: August 14 2018	Consensus on minutes as recorded.
5	<p>Resource Guide Review: Charge and Membership Diane Boynton invited input and comments and held discussion on the following:</p> <ul style="list-style-type: none"> • Agenda items – “Future Topics of Institutional Importance” will be listed as a standing agenda item. • A “Guided Pathways” committee is needed according to the Resource Guide. Guided Pathways should establish its charge, type of membership and return to PAG with the information. • PRIE representation on PAG to provide interface and communications between PRIE and PAG. • Planning documents will drive the PAG and Board meetings in the future. <p>Membership: Stephanie invited comments on membership, balance.</p> <ul style="list-style-type: none"> • Will continue seeking 2nd student appointed by ASMPC. • Will continue seeking to fill the 1 faculty member appointed by AS. 	
6	<p>Resource Guide Review: Norms for Collaboration in Institutional Decision-Making Input was invited on the Norms.</p> <ul style="list-style-type: none"> • NORMS indicate member terms limited to 2 years; PAG has been following 3 years, recognizing the importance of staggering the terms. • Consensus was reached to observe the 2 year term. The term grid sheet will be converted to 2 year terms. 	
7	<p>PRIE Updates Catherine Webb provided an update on PRIE’s activities and upcoming plans:</p> <ul style="list-style-type: none"> • Primary focus recently has been addressing remaining ACCJC tasks as follow. <ul style="list-style-type: none"> ✓ <i>Integrated Planning Handbook</i>- completed and posted on PRIE site. ✓ <i>Evaluation of the process developed last year</i> included a survey with three open ended questions: (1) What went well?, (2) What did not?, and (3) Improvement Ideas?. The Survey closed 8/31 followed by an evaluation of the survey and comments. PRIE will be discussing the survey at its 9/17 meeting and adjustments made to the Action Plan process before its release to the Division Chairs (Sept. 19). ✓ <i>Demonstrate how the District is using the process to allocate resources.</i> In spring, a rubric was developed to help prioritize requests for resources. PRIE committee identified areas to improve for the next planning cycle. The prioritized list was delivered to Cabinet. In both the scoring group and Cabinet, conversations were held on how to address needs. ✓ Future focus – Action Plans will begin soon and a timeline will be distributed. Once Accreditation support is completed, work will begin on the Education Master Plan in October. Currently, 2 divisions on undergoing Program Review; PRIE is exploring ways to support divisions using the new integrated planning model. <p>Catherine invited input. The PRIE committee was acknowledged for all their hard work.</p>	
8.	<p>Goal setting (need doc to link to) Walt Tribley reported on the 11 Goals, many of which were mentioned at Flex Day and previous PAG meeting. He indicated that a joint meeting between PAG & Cabinet will be held and invited all to comment and thoughts as to the critical role PAG will play keep progress on track with the 2018-19 Goals. Comments from members included:</p> <ul style="list-style-type: none"> • Meeting agendas to include a tracking of each Goal that can be checked off. • Degree Audit System –the data entry portion of this project is underway with plans 	

	<p>to “go live” in the spring 2019 semester.</p> <ul style="list-style-type: none"> • An RFP for replacement of the current Curricunet system once the State completes implementation of its new curriculum system so that MPC’s system is compatible with that of the State’s. • The vision of the future MPC – MPC’s Education Master Plan must address and embrace the opportunities and challenges of the Funding Formula and Guided Pathways. The vision of a future MPC will likely emerge “organically” as the College examines trends in its local labor market and demographic shifts to best reach students. • Deeper engagement with each of the five area high schools (high schools as satellite campuses). • University Center Building on campus to serve students. • 2018-19 is a “Shift Year” – the State’s intent is to move behavior of colleges towards student success through performance based funding. While MPC has been moving in that direction (increase in degrees and certificates), MPC must maximize all opportunities to utilize the new funding formula mechanics. • Development of shadow curriculum in other languages. • Continue efforts of engaging the community through deeper outreach efforts including marketing information to feeder high schools for PELL and FAFSA. • Inreach to classrooms by faculty is an obvious and critical avenue. Financial Aid staff remain ready to meet up with students if prompted by faculty. • Friday Forum to educate campus regarding Financial Aid plus Flex Day each year. 	
9.	<p>Replacement position(s):</p> <ol style="list-style-type: none"> Instructional Spec- MLC – Kiran reported on the position. Instructional Specialist-ARC 1 of 2: Larry reported on 1 of 2. Instructional Specialist –ARC 2 of 2: Larry reported on 2 of 2 and explained the increase in hours to meet demand. 	
10	<p>Injury & Illness Prevention Program (IIPP) updated Sept. 2018 David Martin reported on this required document per CAL OSHA, CA Labor Code and CA Code of Regulations. The Program is updated to include the addition of page 34. The Updated IIPP will now go to the board as Information. The IIPP follows template language “customized” to follow actual practices within the workplaces.</p>	
11.	<p>Meeting Summary (Tri-Chairs):</p> <ul style="list-style-type: none"> • Resource Guide, Charge and Membership and the NORMS were reviewed. • Agreement to add a resource committee “Guided Pathways Committee” • Addition of “Future Topics of Institutional Importance” as a standing agenda item. • Reviewed RTF positions • Received IIPP • Superintendent/President Goals 2018-19. 	
12.	<p>Adjournment- at 4pm</p>	

Future Agenda Topics:

- Adjusting to the new funding formula
- Guided Pathways
- Planning efforts (Education Master Plan, MPC’s Planning and Resource Allocation process, Facilities Plan. IT Plan, staffing).
- Accreditation: next report
- Marketing efforts
- Positions