

President's Advisory Group and President's Cabinet Meeting

Tuesday, October 23, 2018

2:00 – 4:00 pm, Sam Karas Room

Minutes

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 Rep.
	Kiran Kamath (VP Academic Affairs)		ASMPC Rep.

2018-2019 Goals (✓ indicates goal to be discussed at this meeting)			
✓	Respond to Accreditation recommendations.		Identify HR and other staffing needs.
	Respond to the new funding formula.	✓	Implement First Year Title V Grant.
	Expand Dual Enrollment programs.		Implement "Add Course" culture.
	Develop the Education Master Plan in conjunction with Guided Pathways.		Ensure the completion of a degree audit system.
	Improve Title IX management/campus safety.		Explore cloud-based alternatives to an ERP.
	Enhance marketing efforts, including the promotion of the MPC Promise.		

Item	Topic: Discussion / Comments	Action / Recommendation
1.	Welcome: Members welcomed.	
2.	<p>Campus community comments: Stephanie invited comments.</p> <ul style="list-style-type: none"> • <i>Action Week for Undocumented Students</i> was well attended. The video recording of Cèsar Cruz's inspiring keynote talk is anticipated to be posted on the MPC Webpage. • FASA workshops to help students complete their FASA applications are scheduled for Tues., Nov. 13, 1-4pm and Wed., Nov. 14, 9 – 11 a.m. in LTC 216. • MPC plays Hartnell (football) at 6pm, Saturday night in pursuit of earning back the President's trophy. The 5th Annual Rubber Chicken Drop is Nov. 10th and tickets are on sale at the Foundation Office. MPC will be playing Cabrillo that night. 	
3.	<p>Approval of October 23, 2018 Agenda:</p> <p>#7 – Campus Wide Emergency Drill will be presented earlier in today's meeting.</p> <p>#5. Additional replacement positions have been posted since the original agenda was posted.</p>	Approval
4.	<p>Approval of minutes:</p> <p>a) September 25, 2018:</p>	Approved as amended by consensus.
5.	<p>Replacement position(s)</p> <p>a) RTF Art Studio Specialist - Kiran reported on this straight replacement position.</p> <p>b) RTF Admin Asst III - Kiran reported on this straight replacement position.</p>	

	<p>c) RTF Admin Asst I - Kiran reported on this straight replacement position.</p> <p>d) RTF CSC - Larry reported on this straight replacement position.</p> <p>e) RTF CSC II Larry reported on this straight replacement position.</p> <p>Replacement with Changes</p> <p>f) RTF CSC (bilingual) Larry reported on this replacement position which has only been modified to be designated as “Bilingual Required”.</p>	
<p>6.</p>	<p>Bond Projects List: David Martin provided a handout and reviewed the Project Prioritization Methodology:</p> <ol style="list-style-type: none"> 1) Must be an eligible project per the 2002 Measure I bond ballot language. 2) Must have been included as part of a pre-approved Board approved MPC comprehensive planning (5yr and/or master plans). 3) Meet as many criteria as noted below: <ul style="list-style-type: none"> ✓ Reduce MPC Total Cost of Ownership (TOC) ✓ -Ensure continued compliance with CA Building & Athletic Field Code ✓ -Strengthen connectivity, security, and sustainability of technology infrastructure (Board Goal 4.1) ✓ -Develop funding and sustainability model for technology (Board Goal 4.3) ✓ -Be economically efficient & feasible given the limited amount of remaining bond resources. ✓ -Improve campus safety and security for students, faculty, and staff. <p>David reported on the progress of the August 31 and September 28 Facilities Committee and reviewed the Project Prioritization Methodology and the following:</p> <ul style="list-style-type: none"> • Approximately \$8.2M in Measure I Bond Funds remain of which significant funds are budgeted in Fort Ord Center (\$6M) and the Music Building (\$1.2M). The current funding allocations are estimated to fall short of making significant progress or completing either of the projects due to their costs and scale. • With the 2020 Election Series quickly approaching, it may be advantageous for the District to pursue another bond. In accordance with those interests, • Reallocation of funds for the Fort Ord and Music Building projects to projects that can be expedited in a practical manner. The Fort Ord and Music Building projects can then be utilized to support pursuit of a bond where the District can garnish adequate funds to fulfill these extensive projects. <p>The Project List reflects the projects reviewed by the Facilities Committee at both meetings and the highlighted projects are identified as those in which allocation of current available remaining bond funds would meet the criteria in the Methodology. The Facilities Meeting members concluded discussions and had no objection with forwarding the Project List to PAG. David reviewed the recommended projects highlighted in detail and invited discussion and feedback. He explained the relevance of a <i>Needs Assessment</i> in developing the Facilities Master Plan.</p> <p>Dr. Tribley commented in support of the list from the Facilities Committee and that he would bring this list to Cabinet and likely to the Board, but he will review it further. He underscored the importance of preparing the District to be in the best position for a successful bond in 2020.</p>	<p>Review and discuss Bond Project Recommendations</p>
<p>7.</p>	<p>Campus Wide Emergency Drill of 10/26/18 -Jo Anna Butron provided an overview of the Oct. 26 Campus Wide Live Emergency Drill with the following:</p> <ul style="list-style-type: none"> • At approximately 12:10- Radios will announce the Lockdown order, followed by Text Alerts and the Informacast (speaker wall clocks). Bull horns will be used where appropriate. • The Lockdown will last approximately 4-5 minutes. 	

	<ul style="list-style-type: none"> • The All Clear will conclude the Lockdown and communicated through the same methods. • At approximately 12:16, when the All Clear is given, the campus wide drill will end, but the exercise will continue in the EOC (Emergency Operations Center). The EOC members will report to the EOC Center and review how the various responsibilities and roles should be handled such as determining student/staff casualties and injuries, property damage and how best to return the District back to full operations. EOC members will discuss issues related to addressing the media, concerned parents, counseling resources for affected students and staff and related. • Members of Monterey Fire Dept., Law Enforcement and American Medical Response have volunteers to fill various roles in building searches, triage, and resource gathering. • A debriefing is planned for the Oct 26 afternoon management team meeting. Members discussed the roles within the Incident Command (Fire, Law Enforcement, School Liaison) and the EOC. 	
8.	Board agenda review - Dr. Tribley reviewed the October Board agenda and addressed questions.	
9.	Accreditation Follow-Up report -Kiran Kamath reported on the final draft, circulated through Academic Senate, AAAG, PRIE at very recent meetings. The report will be mailed for receipt by Nov. 1. The ACCJC meets in January and the District should hear back shortly afterwards.	
10	<p>Guided Pathways update – Diane shared a PPT Presentation of the Guided Pathways “The Work and the Path” reflecting First and Second Year Work, and Second Year Learning Assessment Work. She reported that she, Christine & Stephanie (Tri-Chairs of Guided Pathways) have met and plan to meet with the Academic Senate, SSAG and AAAG to share information regarding the charge and membership. The TriChairs are proposing a Flex Day activity dedicated to providing support information to assist disciplined faculty with program mapping that will in turn help students to navigate program pathways more efficiently. The activity will require instructional faculty and counseling. Members suggested that consideration be given to help understanding “dejargonning” the new terminology.</p> <p>Discussion followed regarding challenges in making the process more inclusive and the current curriculum process and changes at the state level. New systems for consideration will be reviewed. The anticipated timeline is to have a system in place by fall 2019.</p>	
11.	Title V: Goals and Objectives Update - Dr. Tribley reported that Beccie Michael will be presenting on the goals and objectives of this major grant on Nov. 13.	
12.	<p>Faculty Prioritization 2019-20. Dr. Tribley provided the handout and reported on the ranking and Faculty Hiring Timeline for this year. He regards the prioritization procedure as very participatory and rigorous. Dr. Tribley accepted the ranking provided by AAAG and indicated that both categorically funded positions in counseling will be hired and no more than five instructional faculty positions will be hired depending on funding.</p> <p>Member comments included observations that several committees have vacancies and that committee membership needs to be more representative.</p>	
13.	Summary of Actions/Assignment of Tasks Tri Chairs	
14.	Adjournment Diane Boynton- meeting adjourned at approximately 3:35pm.	