

President's Advisory Group
Tuesday, August 27, 2019
2:00 –4:00 pm, Sam Karas Room
Minutes

Members:			
✓	Luz Aguirre (Classified)	✓	Eric Maximoff (Classified)
✓	Suzanne Ammons (minutes, resource)	✓	Larry Walker (VP Student Services)
✓	Grace Anongchanya (Faculty)	✓	Stephanie Perkins (Tri-Chair, Classified)
✓	Wendy Bates (Faculty)	✓	Francisco Tostado (MSC)
	Lauren Blanchard (MPCTA Rep.)	✓	Cathryn Wilkinson (Dean of Instruction)
✓	Diane Boynton (Tri-Chair, Faculty)		VP Administrative Services (vacant)
✓	Adria Gerard (Academic Senate President)		Faculty (vacant)
✓	Kevin Haskin (MPCSEA Rep.)	✓	Reem Benny (ASMPC Pres.)
✓	Jon Knolle (Interim VP Academic Affairs)	✓	Sheila Morales (ASMPC Rep.)
✓	David Martin (Tri-Chair, Interim-Superintendent/President)		

Guests-Presenters: Shawn Anderson, Bob Pacheco, Florence Gilliam, Rosaleen Ryan, Lyndon Schutzler

Absent: Lauren Blanchard

Item	Topic /Discussion / Comments	Action / Recommendation
1.	Welcome -David Martin welcomed all. ASMPC President Reem Benny and Vice President Sheila Morales introduced themselves.	Welcome all
2.	Campus community comment: <ul style="list-style-type: none"> • Athletics- 1st Soccer match is today at College of Marin; Volleyball starts their season tomorrow at Cuesta; 1st home football game is 9/7 at MPC, 1pm. Lobos Giving Day is 9/6 with hopes of getting 1 donor per athlete for a total of 225 donors. • Theater Dept.-Shakespeare's Midsummer's Night Dream production over the summer was a great success; Frankenstein is the next production. • LTC – new Library staff include Jeffrey Sundquist, Director, Heather Tisdale, ESSC Reading Ctr. Director. 	
3.	Approval of August 27, 2019 Agenda	Approval / consensus
4.	Approval of minutes: a) August 13, 2019	Deferred to next meeting.
5.	Positions Straight Replacement: a) Categorical Svc Coord. I – Grace presented on this straight replacement. Replacements with changes b) ESSC Inst. Spec w/changes – Cathryn presented on this position based on the new LTC Director's assessment for the need for additional coverage (19 hrs/wk to 28 hrs/wk). The additional hours may help retention in the positions with less turnover. Interim vacancies to fill a) VPAS – David presented on this position indicating that hiring efforts for filling this position in an interim capacity (through June 2021) will begin shortly. David provided information on the recognition of a CPA license in lieu of a Masters Degree by the CCCCCO. b) CHRO – Discussed in spring, the hiring committee is anticipated to convene soon. The search for the VP Academic Affairs will likely start up once we have made progress on the VPAS and CHRO positions.	

<p>6.</p>	<p><u>Education Master Plan Process Update</u> -David reviewed the flowcharts, explained how the EMP will be developed and provided the following key points:</p> <ul style="list-style-type: none"> • Every 5-6 years every community college identifies 5-7 major and measurable goals for their Educational Master Plan • Goals translate into policy and come with strategic initiatives or actions to be developed in order to bring the goals to fruition. Some goals will overlap in the strategic initiatives or actions used to achieve the goals. Examples cited include Guided Pathways-- increasing number of completions and decreasing the number of units required. • PRIE will be the “driver”, making sure bench marks are obtained, soliciting for and providing feedback through the advisory groups (through PRIE Committee), and drafting of the EMP. • Academic Senate acts as the overarching policy check and verifies that the Institution is moving in the right direction in matters relating to academic affairs. • Goals identified by the advisory groups and brought to PRIE Committee will then be brought to PAG for feedback and input, to Academic Senate for oversight before forwarding to the Board for approval. • Board approval provides the directive for the District to then establish the necessary Strategic Initiatives and Action to implement in order to realize the Goals. • Board approved Goals are returned to PRIE for PRIE to then present back to the advisory groups to solicit for Strategic Initiatives and Actions to realize the Goals. • Community input/surveys and forums will also be incorporated into the process to help inform the development of the Goals. Survey results are designed to validate the work already done and verify we’re moving in the right direction. <p>Member comments included (1) survey in additional language, (2) outreach to students, (3) Discussion on the Mission (update due in 2020) should this discussion be incorporated while we develop the EMP, (4) Environmental Scans, Internal and External Scans...could this information be provided to the advisory groups to help identify the Goals?</p> <p>David invited input/comments as to whether anything else is needed (additional surveys, groups to include?). The development of the Education Master Plan (EMP) and the Facilities Master Plan (FMP) will be critical in preparation for pursuit of a bond. David underscored the importance of envisioning what the College should look like in 5 years as we develop the EMP.</p>	<p>Understanding of EMP update process</p>
<p>7.</p>	<p><u>Gainful Employment-Early Rescission (US Dept. Ed.)</u> Rosaleen Ryan provided a recap of the USDE Gainful Employment regulations and the authority given the Secretary of Education to designate regulatory changes. The recent change resulted in the USDE’s final rule in the Federal register rescinding the Department’s Gainful Employment regulations, beginning on 7/1/19 at the discretion of each institution. On 7/19/19, the MPC GE team (see attached) met and unanimously agreed to recommend to Pres. Cabinet that MPC early implement the GE rescission. On the state level, and in the CA Community College System there are more helpful methods of capturing employment outcomes. The System Office is engaging in a data match with the CA Dept. of Economic Development to capture information on wages of students that (1) participated in CTE programs but left, and (2) completed their CTE program. Members concurred that the District participate in an early implementation of the GE rescission.</p>	<p>Consensus that the District participate in an early implementation of the GE rescission.</p>
<p>8.</p>	<p><u>PAG Membership for Fall Update</u> – Review included the 2 faculty vacancies for which AS will forward information shortly.</p>	
<p>9.</p>	<p><u>Resource Guide to Institutional Decision Making (Review/Update)</u>- David engaged the group to review the Charge of PAG as he identified some of the activities that would be on the PAG agenda in the near future. Two elements are key to keeping the flow of information from PAG to other units on campus and return feedback from those units to PAG:</p> <ul style="list-style-type: none"> • PAG members will need to work to prepare for discussions at PAG (engage with constituents to gather feedback to bring back to PAG, and 	

	<ul style="list-style-type: none"> • PAG should work to function from an Institution-wide perspective. <p>Comments from the group discussion that followed included the following:</p> <ul style="list-style-type: none"> • Members must work in the spirit of collaboration and continued dialogue to include requests for more information where appropriate. • PAG can be utilized as more than just an information sharing group and as decision making group, PAG can prepares itself by utilizing input from the advisory groups including meeting notes documented on the intranet pages. • Following discussion it was determined that agenda items requested should be emailed to the Tri-Chairs. • To what level should the President/Superintendent participate in PAG’s ongoing work? Note: Membership of PAG does not list the President/Superintendent as per the RG. • PAG’s purpose is to identify college-wide problems and issues that affect everyone, especially students (what’s not working), and fix them. • A running list of agenda items to be discussed at some point by PAG could be cataloged at the end of each agenda. 				
10.	Goal Development-Tri Chairs- Deferred to next meeting in the interest of time.				
11.	Administrative Procedures:- David introduced a handout with approximately 88 legally required Administrative Procedures. At the next PAG meeting, the group will review the APs and assign each to the appropriate advisory groups for their initial discussion and development before then returning those APs to PAG.				
12.	Next meeting (Sept. 10) Adjournment	Diane Boynton			End meeting by 4:00 pm.