



# MT. SAN ANTONIO COLLEGE

## EXPANDED PRESIDENT’S ADVISORY COUNCIL

### MINUTES

November 17, 2021

<b>Attendance:</b>			
<input checked="" type="checkbox"/> Bill Scroggins, Chair	<input checked="" type="checkbox"/> Robert Stubbe	<input checked="" type="checkbox"/> Meghan Chen	<input checked="" type="checkbox"/> Bruce Nixon
<input checked="" type="checkbox"/> Madelyn Arballo	<input type="checkbox"/> Johnny Arnedaris	<input checked="" type="checkbox"/> Tom Mauch	<input checked="" type="checkbox"/> David Beydler
<input checked="" type="checkbox"/> Koji Uesugi	<input checked="" type="checkbox"/> John Lewallen	<input checked="" type="checkbox"/> James Jenkins	<input checked="" type="checkbox"/> Brandon Gillette
<input checked="" type="checkbox"/> Rosa Royce	<input type="checkbox"/> Carol Nelson	<input checked="" type="checkbox"/> Anthony Moore	<input type="checkbox"/>
<input checked="" type="checkbox"/> Jean Metter	<input type="checkbox"/> Valerie Menna	<input checked="" type="checkbox"/> Gary Nellesen	<input type="checkbox"/>
<input checked="" type="checkbox"/> Kristina Allende	<input checked="" type="checkbox"/> Juan Mendoza	<input checked="" type="checkbox"/> Mika Klein	<input type="checkbox"/>
<input checked="" type="checkbox"/> Kelly Rivera	<input checked="" type="checkbox"/> Brigitte Hebert (notes)	<input checked="" type="checkbox"/> Eric Lara	<input type="checkbox"/>
<input checked="" type="checkbox"/> Lance Heard	<input checked="" type="checkbox"/> Kelly Fowler	<input checked="" type="checkbox"/> George Bradshaw	<input type="checkbox"/>
<input checked="" type="checkbox"/> Chisa Uyeki	<input checked="" type="checkbox"/> Audrey Yamagata-Noji	<input type="checkbox"/> Kim-Leiloni Nguyen	<input type="checkbox"/>
<input checked="" type="checkbox"/> Emily Woolery	<input checked="" type="checkbox"/> Morris Rodrigue	<input checked="" type="checkbox"/> Patty Quinones	<input type="checkbox"/>
<input checked="" type="checkbox"/> Tamra Horton	<input checked="" type="checkbox"/> Sokha Song	<input type="checkbox"/> Antoine Thomas	<input type="checkbox"/>

Guests: Barbara Mezaki, Tiffany Kuo, Kate Morales, and Sharon Rider.

The meeting was called to order at 3:14 p.m.

### 1. Welcome and Introductions

Dr. Scroggins welcomed all participants and guests.

Goals of the Strategic Plan are aspirational and challenges us to move forward in a particular direction. Although they were not specific objectives with Key Performance Indicators (KPI’s), they were more of a general planning process that was very interactive with the PIE process. Subsequent to that, goals from previous years were organized into five themes that were measurable and had activities to help accomplish the goals.

Our work today will be learning from previous decades of planning and then developing objectives from the six planning goals. We will actually be doing the work, adopting it, and owning it. That is our challenge today; this the beginning.

### 2. Educational Master Plan Goals and Strategic Plan Goals

The group reviewed the College’s Vision Statement, Mission Statement, and Core Values to identify what is important to the College and students, why it is important, and what direction we want to go. Every time we consider an action, we need to evaluate if it is in alignment with these.

Strategic planning is the process of setting goals, deciding on actions to achieve those goals, and mobilizing the resources needed to take those actions. A strategic plan describes how goals will be achieved using available resources. It is what links the values, mission, and goals of an institution with a set of coherent strategies and tactics designed to achieve those goals. A strong strategic plan will assign persons/groups/committees responsible for executing each tactic and include due dates.

### **3. Review the Crosswalk for Information**

Goals and the crosswalk that links them to Education and Facilities Master Plan (EFMP) and Accrediting Commission for Community Junior Colleges (ACCJC) were presented.

### **4. Goals, Objectives, and Assessment Overview**

Further details were provided on what would be part of the overview.

- Goal - A broad statement of what our institution would like to achieve/accomplish. It's a big statement that is described in broad qualitative terms. Goals are supported by measurable objectives.
- Objective - Specific outcomes that define your goal. Objectives are measurable and define how much improvement will take place. Often described in specific quantitative metrics.
- Assessment – The information will be compiled and organized for review.

### **5. Group Activity**

The group was divided up into six groups, each assigned one of the strategic goals. Their purpose was to work on objectives, strategies, and tactics for their goal. They need to determine who will be responsible for each tactic and due date/timeline.

### **6. Open Discussion and General Questions or Concerns**

Groups reported out their information.

[EPAC Spreadsheet 110421](#)

### **7. Acknowledgements/Closing**

The Institutional Effectiveness Committee (IEC) will be responsible for compiling and organizing the information that was gathered. IEC Chairs will work closely the President's Advisory Council (PAC) to ensure the alignment of the committee and goals. A finalized document will be presented to PAC by Spring 2022 and will be shared campus wide by Spring 2022.

Kelly Fowler expressed her appreciation to all those that were instrumental in today's event.