



# MT. SAN ANTONIO COLLEGE

## PRESIDENT'S ADVISORY COUNCIL

### MINUTES

November 14, 2018

<b>Location: Room 4-2440</b>		<b>Time: 3:00–4:30 p.m.</b>	
<b>Council Members:</b>			
<input checked="" type="checkbox"/> Bill Scroggins, Chair	<input checked="" type="checkbox"/> Kristina Allende	<input type="checkbox"/> Tony Rivas	<input checked="" type="checkbox"/> Gabriel Alfaro
<input type="checkbox"/> Gary Nellesen	<input checked="" type="checkbox"/> Martin Ramey	<input type="checkbox"/> Bill Rawlings	<input type="checkbox"/> Shadiyah Omar
<input checked="" type="checkbox"/> Ron Bean	<input checked="" type="checkbox"/> Lina Soto	<input type="checkbox"/> Johnny Jauregui	<input checked="" type="checkbox"/> Brigitte Hebert (notes)
<input checked="" type="checkbox"/> Rosa Royce	<input checked="" type="checkbox"/> Chisa Uyeki	<input checked="" type="checkbox"/> John Lewallen	
<input checked="" type="checkbox"/> Joan Sholars	<input checked="" type="checkbox"/> Eric Kaljumagi	<input checked="" type="checkbox"/> Carol Nelson	

Guests: Liesel Reinhart and Rosa Asencio representing CSEA 262.

The meeting was called to order at 3:10 p.m.

#### 1. Review of October 10 2018, Meeting Notes

Approved, as written.

#### 2. Accrediting Steering Committee (ASC) Update

Kristina Allende reported that this committee has met since their last update.

- The main focus was to look at Quality Focus Essay is requirements when the self-evaluation is completed.
- The selection of three projects were identified and will be worked on for the next four years, at the time the mid-term progress report is due.
  - Integration of KPIs, ISS, and the IEPI into the PIE process – doing well and up to date.
  - Integration of 555P, Student Equity, and Basic Skills Plans – aired on the side of caution and ASC will look at this a little more closely.
  - Pathways
- ASC is very confident that the 2021 report will reflect sufficient progress on the three identified projects.
- Accreditation Self Study Plans will be conducted, although there is not a specific task timeline.
- ASC will report out during winter intersession.
- Midterm requirements indicates that the information reported be concise.
- There has not been any direct communication received regarding the midterm.

### **3. Budget Committee Update**

Joan Sholars reported that this committee has met since their last update.

- Joan Sholars and Rosa Royce have been identified as Budget Committee liaisons that will attend IEC meetings. In turn, Michelle Sampat and Kristina Allende have been identified as IEC liaisons that will attend Budget Committee meetings. All those noted above will be non-voting members
- The goal is to have more cohesiveness between the two committees.
- The Purpose and Function Statement is being worked on.
- BP/AP's are being reviewed to verify if processes are being followed.
- The Budget Review Guide is also being reviewed.
- Dr. Scroggins suggested looking at governance and administrative duties so the reporting directions are clear.
- Goals were set with Chancellors vision for success.

### **4. Professional Development Council (PDC) Update**

Liesel Reinhart reported that this committee has met since their last update.

- Fall Flex Day was a success with spring already in the works.
- Details are being finalized for the Management Retreat in Palm Springs in January.
- More management training is being offered.
- A new outcomes-based Professional Development Plan draft is currently being shared across campus with possible stakeholders.
- At the next meeting, the council will identify target outcomes and outcome goals for the 2018-19 year.
- A new configured Purpose and Function Statement was adopted.
- Pathways work in the area of Faculty Professional Development is underway with the hopes of integrating their work through the council structure.
- CPD day evaluations are currently being reviewed.
- Comprehensive revision and collaboration in learning outcomes is being worked on. The information will be provided to PAC.
- Conference and Travel requests have been robust.
- Dr. Scroggins suggested general training be conducted to integrate technology into instruction. Resources can be requested and training done under professional development.
- A recent Technology Fair brought together all constituencies.
- Dr. Scroggins shared that BOG passed a set of standards for accessibility in technology.
- PDC is looking at a way it can share in the venue of teaching and on-line services for students.
- This conversion really needs Faculty input.

### **5. BP/AP 3050 – Institutional Code of Ethics**

This BP/AP was presented for first reading. Motion, seconded and carried. The BP/AP will be brought back to PAC for a second reading.

### **6. Other**

The agenda for Expanded PAC was discussed and confirmed.

**7. BP/AP Log Review (Scroggins)**

BP 3430 – Prohibition of Harassment (being reviewed by HR & Faculty Assoc.)

AP 3435 – Discrimination and Harassment Investigations (being reviewed by HR & Faculty Assoc.)

BP/AP 3050 – Institutional Code of Ethics (pulled by Faculty Assoc.)

BP/AP 3410 – Nondiscrimination (pulled by Faculty Assoc.)

BP/AP 7700 – Whistleblower Protection (pulled by Faculty Assoc.)

BP/AP 3565 – Smoking on Campus (BP pulled by Faculty Assoc./AP waiting on District legal opinion – HR to obtain)

AP 2712 – Conflict of Interest (further research on Designated Position, Item No. 13)

BP 5040 – Students Records Directly (being held due to privacy issues)

AP 5200 – Student Health (went to PC; now in Student Services for review and revisions)

**FUTURE MEETINGS:**

**November 28, 2018 – Expanded PAC**

**December 12, 2018**

**January 9, 2018**

**January 23, 2019**