

**President's Advisory Group Meeting  
Meeting Minutes**

**Date/Time:** Tuesday, April 11, 2017, 2 – 4pm

**Location:** Karas Room

**Visitors/Guests:** Mike Midkiff

<b>Members in Attendance:</b>			
✓	Luz Aguirre (Classified)		Jon Knolle (Dean)
✓	Suzanne Ammons (minutes, non-voting)		Kim McGinnis (VP Student Svc)
✓	Wendy Bates (Faculty)		Stephanie Perkins (Tri-Chair, Classified)
	Lauren Blanchard (MPCTA Rep.)	✓	Lyndon Schutzler (Faculty)
✓	Diane Boynton (Tri-Chair Faculty)		Faculty (vacant)
✓	Heather Craig (Acad Senate Pres.)	✓	Francisco Tostado (MSC)
✓	Steven Crow (VP Admin Svc)	✓	Walt Tribbley (Tri-Chair Supt./Pres.- non-voting)
	Eric Maximoff (Classified))	✓	ASMPc Rep. Suzy Ford
✓	Kevin Haskin (MPCSEA Rep.)		ASMPc Rep. Destiny Horne
✓	Kiran Kamath (VP Acad Affairs)		

<b>Topic</b>	<b>Discussion / Comments</b>	<b>Action / Recommendation</b>
<b>1. Welcome</b>	Diane welcomed members and visitors. Meeting commenced at 2:06.	
<b>2. Campus community comments</b>	<ul style="list-style-type: none"> <li>• Francisco – Brenda Rausch received the Distinguished Financial Aid Employee of the Year award at the recent financial aid conference sponsored by the CCCC.</li> <li>• Diane – Henry Marchand, Creative Writing Instructor, received this year's Allen Griffin Award. Poetry in Motion takes place this Thursday, 3:30 – 5:30 at the Greenhouse.</li> <li>• Diane – the Board Policy Tracking system needs to be reviewed to better track the approval/review paths.</li> <li>• Suzy Ford – announced two events:               <ul style="list-style-type: none"> <li>✓ ASMPc elections take place Mon, April 17 through April 20<sup>th</sup> on line. She encouraged all to remind students to vote. She is a candidate for Vice President.</li> <li>✓ Earth Day is April 20<sup>th</sup> at the flagpole and MPC anticipates nearly 22 vendors will participate.</li> </ul> </li> <li>• Diane – Stephanie is in So. CA awaiting the birth of a grandchild.</li> </ul>	
<b>3. Approval of April 11th, 2017 Agenda</b>	Diane suggested that agenda item #6 Technology Plan Addendum be moved earlier in today's meeting (prior to Good News Moment) in the interest of Mike Midkiff's time.	Agenda with order revision approved by consensus.
<b>4. Approval of minutes:</b> a) <a href="#">March 28, 2017</a>	Diane invited comments. Suzanne sought verification as to who had seconded the recommendation for Item #9 –Board Policies. The motion was seconded by <u>Jon Knolle</u> as per consensus of group members in attendance on March 28.	a) Motion made to approve the March 28, 2017 Draft Minutes by Kiran; seconded by Kevin. 7 voted in favor, none opposed, and three abstentions due to attendance (Lyndon, Wendy and Francisco).
<b>5. Good News Moment</b>	Kiran made the following announcements: <ul style="list-style-type: none"> <li>• Learning Assessment Committee members joined AAAG last week to discuss the mapping of the SLOs from the course level to the program level. Feedback from the meeting indicates that this was a productive</li> </ul>	

	and positive experience.	
6. <a href="#">Tech Plan Addendum</a>	<p>Mike introduced and reviewed the Tech Plan Addendum which is an appendix to the Technology Plan with the following recap:</p> <ul style="list-style-type: none"> <li>• The Plan consists of 5 Sections. <ul style="list-style-type: none"> <li>✓ Plan Introduction</li> <li>✓ Business Impact Analysis</li> <li>✓ Backup &amp; Restore Strategy</li> <li>✓ Data Recovery</li> <li>✓ Future Enhancements –critical section entailing additional work needed.</li> </ul> </li> </ul> <p>The Plan will be a working document reviewed at Tech Committee and updated periodically. Steve added that while considerable work is still needed to accommodate a new system such as an ERP system that the District may implement, the ACCJC requirements for a plan in place for data recovery have hereby been met. In place previously was the “back up strategy”, but it lacked an actual Plan to go along with that strategy. The Tech Plan is a 3 year plan which relates to our Institutional Action Plan.</p>	<p>a) Motion made by Luz to recommend that the President recommend the Tech Plan Addendum (IT Disaster Recovery Plan) for approval by the board; Steve seconded. 9 members voted in favor, none opposed and no abstentions.</p> <p><b>The President accepted the recommendation.</b></p>
7. <b>Title V Grant</b>	<p>Beccie Michaels indicated that Dr. Tribley wanted to be certain that the committees and groups were informed on the Title V Grant due April 24, 2017. She explained some key points:</p> <ul style="list-style-type: none"> <li>• Grant period is Oct. 2017 to Sept. 2022.</li> <li>• Collaborative grant with CSUMB “Recruitment to Transfer” with transferability as the intended outcome.</li> <li>• Emphasis on assisting Hispanic students, although all students likely to be helped. MPC serves an estimated 32% of the approximate 60% of Hispanic students within its community.</li> <li>• \$3.75 M over 5 years.</li> <li>• Three phases of the project are: <ul style="list-style-type: none"> <li>✓ Recruitment Phase (bilingual outreach and innovation center tying in CSUMB and MPC.</li> <li>✓ MPC Phase-building a culture of transfer through implementation of Guided Pathways and expanding learning support with emphasis on transfer and ESL students.</li> <li>✓ Transfer Phase – strengthen connections and transferability of MPC programs with CSUMB.</li> </ul> </li> <li>• The Puente Project is also being researched which connects the academic component with a professional mentoring component.</li> </ul> <p>Dr. Tribley explained the shift in MPC’s demographics since about 2013 to a younger age group and increased Hispanic population; this grant is reinforcing work already underway in reaching underserved populations.</p>	
8. <b>All Hands on Deck: In support of summer offerings AND student success</b>	<p>Diane reminded all of earlier PAG meetings this year in which members were made aware that summer FTES production will play a critical role in its contribution to the budget. The group shared in discussion and provided comments to include:</p> <ul style="list-style-type: none"> <li>• EOPS students have been encouraged to take summer classes and some students shared concerns about anxiety and the need for positive support from instruction.</li> <li>• Summer courses are on a compressed schedule requiring much work in a small period of time for students and instructors. Instructors feel an obligation to make students aware of the difficulty of carrying the workload in this timeframe.</li> <li>• Syllabus template is a critical first impression. The templates should be reviewed to ensure that the tone is welcoming and supportive as</li> </ul>	

	<p>well as realistic.</p> <ul style="list-style-type: none"> <li>• Previous discussions have been held to consider a three semester year. This requires considerable planning as it would impact local schools, transferring students etc.</li> <li>• Could a video creation portraying the challenges, available services and useful tips for summer classes be helpful?</li> <li>• Join The Pack Day on April 29 will showcase summer classes. Instructors are encouraged to promote summer.</li> </ul>	
<p>9.</p> <p>a. <a href="#">Recommendations: Progress Report</a></p> <p>b. <a href="#">Recommendation to Improve Quality</a></p>	<p><b>9 a.</b> Dr. Tribley reviewed the progress to meet the Accreditation Recommendations and explained the strategy behind the approach to meet the recommendations. He indicated that the progress report will flow through Cabinet Plus then to the Board then reported out to PAG (as with this linked document). He added the following points:</p> <ul style="list-style-type: none"> <li>• The report should be shared with constituents.</li> <li>• Evidence of fulfillment of the recommendations will be supported not only by documentation but through our staff's awareness of the changes we have made. This is why communicating with your constituents is so critical.</li> </ul> <p><b>9 b.</b> Dr. Tribley reviewed the Recommendations and encourage members to review the progress with their constituents and to emphasize that the approach is systemic, college-wide through our committees and structure.</p>	
<p>10. <b>Summary of Actions/Assignment of Tasks</b></p>	<p>Diane summarized the only action item is the recommendation and acceptance of the Tech Plan Addendum.</p>	
<p>11. <b>Adjournment</b></p>	<p>Meeting adjourned at 3:30.</p>	