

**President's Advisory Group**  
**Tuesday, Nov. 12, 2019**  
**2:00 –4:00 pm, Sam Karas Room**  
**Minutes**

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

Guests/Presenters: Mike Midkiff, Cathryn Wilkinson, Judy Cutting

<b>Item</b>	<b>Topic / Discussion / Comments</b>		<b>Action / Recommendation</b>
<b>1.</b>	<b>Welcome</b>	David welcomed all.	
<b>2.</b>	<b>Campus community comments</b>	<p>Stephanie invited comments:</p> <ul style="list-style-type: none"> <li>• David provided an update on two vacant positions: <ul style="list-style-type: none"> <li>✓ CHRO (Chief Human Resources Officer) - the committee has determined to continue recruitment efforts utilizing a recruiting firm to conduct a statewide search.</li> <li>✓ VPAS – Candidate Steven Haigler, currently at Compton CCD has been nominated for the position. Mr. Haigler will join MPC January 1 through June 2021. He has substantial experience in helping restore Compton's accreditation status, implementing an ERP system and leading state-funded construction projects at Compton CCD. The contract will offer a competitive salary and will go to the November Board. David provided additional supporting information in conjunction with the filling of this position.</li> </ul> </li> <li>• Cathryn encouraged all to visit the STEAM (Science, Technology, Engineering, Art, &amp; Math) exhibit in the Library. On Friday, Music in the Stacks is 4pm at the LTC.</li> <li>• David reported that LPA Architects will be visiting the District's campuses throughout November to conduct a facilities condition assessment. The assessment will examine the buildings and related infrastructure relative to capital outlay to help identify current and future facilities' needs (operating costs to keep the facilities functioning over the next several years). David indicated that more information is forthcoming in the next Monthly Mailbag and college forums in the next several weeks to welcome feedback from stakeholders.</li> </ul>	
<b>3.</b>	<b>Approval of Nov. 12 2019 Agenda</b>	Stephanie invited input.	Approval / Consensus

4.	<b>Approval of minutes:</b> a) <a href="#">Oct. 22 2019</a>	Stephanie invited input.	Approval / Consensus
5.	<b>Positions Straight Replacement:</b> a) <a href="#">RTF Art Studio Specialist</a> <b>Add'l position:</b> a) <a href="#">RTF Prog. Analyst</a> <b>Faculty</b>	<p>a) RTF Art – Cathryn reported on the position.</p> <p>a) Prog. Analyst-Additional position – Mike reported on this additional programmer analyst position. Rather than fill the vacant Instructional Technology Specialist position, the need for an additional programmer analyst was recognized due to several factors including the District’s separation with the SIS system formerly supported through Santa Rosa and future need to move to another software system. Funding for this position will come from the unfilled Instr. Tech. Spec. savings from funding the SIS and support through Santa Rosa. David reminded all that more substantive and in depth ERP discussions are anticipated to take place in spring.</p> <p>Members commented on the improvement in support with the new Tech. Ticket system, the support provided during the PowerFAIDS transition and need for continued tech support.</p> <p>David reminded all that it is critical that the District place itself in the best possible position to take advantage of the new funding formula. He reported on the District’s 2019-20 FY closing and the year end balance which is anticipated to provide approximately \$600K; from this amount, \$300K can be attributed to two vacant positions---the CHRO and the VP Student Services position. He outlined possible options aside from placing the \$300K in reserve as follow:</p> <ul style="list-style-type: none"> <li>• <b>Faculty Prioritization Process</b> – AAAG’s work identified a faculty prioritization list for which the District could move forward on three net-new positions – <b>Medical Assisting, Anatomy &amp; Physiology, and Mathematics</b>. These positions are expected to help the District expand its programs in an area of growth. Discussion followed regarding filling future faculty retirements/resignations.</li> <li>• <b>Grounds position (additional)</b> – the current four grounds crew do not have adequate staffing to take care of the three campuses sufficiently. The campus physical environment plays a significant role in providing both a positive learning environment for students and a positive first impression to visitors and prospective students. Members contributed with acknowledgement of the hard work of the grounds crew and the variety of demands often placed on them.</li> </ul>	Members expressed general consensus in support of the added positions discussed.
6.	<b>Subcommittee Breakout continues:</b>	<p>The sub-committees continued their work for approximately 30 minutes and returned with the following reporting out:</p> <p><b>Subcommittee 1</b>  <b>Goal 11: Create a process to support professional development</b>  <b>Members: A. Gerard, S. Morales, S. Perkins (absent), L. Walker, C. Wilkinson</b></p> <p>The professional development team is currently taking inventory of existing sources of professional development funds, as well as the requirements and restrictions associated with each funding source. Cathryn and Larry have begun to</p>	

		<p>populate the inventory and will be reaching out to various folks on campus to obtain additional information. Once the inventory is complete, we will focus on next steps, including developing a PD website, and later connecting with the Chancellor's Office Vision Resource Center.</p> <p><b>Subcommittee 2</b>  <b>Goal #3: Identify a process for prioritizing campus-wide projects and/or challenges.</b>  This group discussed several aspects of the “prioritizing projects or challenges” and the processes and avenues that could be used to direct those projects or challenges to existing groups or individuals on campus. For those projects or challenges that cannot be resolved with existing resources (groups or individuals on campus), the group discussed establishing a criteria for bringing those issues forward to PAG.</p> <p><b>Subcommittee 3</b>  <b>Goal 1 – Review Resource Guide and create decision making flowchart or buckets.</b>  Information or “product” is forthcoming and anticipated by end of the semester.</p> <p><a href="#">Subcommittee 4</a>  <a href="#">Admin Procedures</a></p> <p>This group reviewed AP 3050, Institutional Code of Ethics and AP 3900 Speech: Time, Place &amp; Manner. Members believe that these two APs warrant a broader discussion in the form of a public forum to get campus-wide feedback; this forum could be planned to take place in spring.</p>			
7.	<b>Next meeting (Nov. 26 – Thanksgiving wk) Adjournment</b>	Diane Boynton	I, D	2	Planning ahead Dec 10 - Finals Week

Reference Link – [Resource Guide to Institutional Decision Making](#) –pg 5 for PAG