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

Guests: Barbara McNeice-Stallard

1. Appointments to PAC

Dr. O’Hearn announced that Sue Long, Dean, Arts had been appointed to PAC to replace Dean Deb Blackmore. Professor Grimes-Hillman said faculty would have their recommended appointments after the fall semester begins. Associated Students also need to make a recommended appointment to replace Greg Justice. President O’Hearn reminded PAC members that he has final approval of appointees because it’s important that we have members who make contributions and whose contributions are valued.

2. June 7, 2006 Meeting Notes

Michelle Grimes-Hillman asked that a correction be made to the meeting notes. On page 4, second paragraph, Professor Grimes-Hillman asked that the words “in late summer” be removed from the fifth line. She said she will be bringing the recommendations back to PAC but she won’t be able to do it until the fall. Meeting notes were approved as corrected.

3. Posting of Committee Meeting Notes to the Web

Professor Grimes-Hillman said she has asked all Academic Senate committees to post their meeting notes on the web so they are available to everyone. While she indicated her interest in having all College committee notes posted on the web, she said that she understood that might not be possible with the Appeals Committee because of confidentiality issues.

Dr. O’Hearn agreed that committees should post their meeting notes on the web. He will prepare an email or memo to committee chairs asking them to begin posting meeting notes, if they aren’t already doing so.
4. **Annual Listing of Accomplishments**

President O'Hearn distributed a bulleted list of accomplishments prepared by him and Diana Casteel. He asked PAC members to review the list and decide if it is sufficient or they felt more narrative was needed. It was decided that more narrative was needed and, once complete, would be shared with College Committee chairs and posted on the web.

Kerry Stern volunteered to work with the listing. She will share her input with Dr. O'Hearn.

**Action:** Kerry Stern will provide more narrative to the listing of accomplishments and then forward that information to Dr. O'Hearn.

5. **Foundation Retreat**

Dr. O'Hearn said the College Foundation exists because of the College, and he is trying to solidify the connection with the College. In an effort to do this, Vice President of Instruction John Nixon has been added to the Foundation Board as an ex-officio member. The salaries of the Foundation Director and Assistant have been moved to the College budget to demonstrate the College’s support for the Foundation. The Foundation has created the position of Alumni Relations Coordinator.

Foundation Director Leslie Kerr will be invited to attend a future PAC meeting to provide a complete update on the Foundation, but today Dr. O'Hearn reported on a recent Foundation Retreat held at the Diamond Bar Center. The Retreat was facilitated by Dennis Reker, a former senior executive at Intel.

According to Dr. O'Hearn, most Foundation Board members were able to attend. During the Retreat, the Foundation used the College goals and worked to develop goals that are more closely tied to the College. Dr. O'Hearn said he believes the Foundation is evolving well. It has transformed to a new plateau willing to raise significant funds for the College. He said Leslie Kerr is doing an outstanding job. He reminded PAC members that funds can’t be raised until friendships and relationships are built.

As part of the 60th anniversary celebration, Dr. O'Hearn also mentioned the wonderful tribute for Sophia Clarke held last month. She was recognized for her long support of Mt. SAC. The celebration also marked the 10-year anniversary of the Performing Arts Center. The event, including a performance of Pirates of Penzance, was very well attended.

6. **Founders Hall**

Founders Hall (formerly the Staff Center) will become the new home for the President’s Office and Board of Trustees in October or November. It is anticipated that the first Board meeting will be held in the new building in December.

Dr. O'Hearn said Founders Hall is going to be a place where the College can host events and feel proud. He stressed that the building will not be used exclusively for the Board and
President, but rather for the whole College. He noted that next year’s Students of Distinction event has already been booked in the hall.

The new dining room will seat approximately 75 people with room for another 75 in the patio area. Obviously, it will hold many more for a reception type of event. It is intended that Founders Hall will be a gathering place for all kinds of groups and a place where we can bring potential donors. Dr. O’Hearn said there isn’t any other place like Founders Hall on campus, or on any other community college campus in the state. Raul Rodriguez concurred that the College needs a central gathering place, and Jay Martinez said that as a leader in the State, Founders Hall will be a great venue in which to host events.

The architect for the building, Steven Fader, is the same architect who renovated Kellogg House at Cal Poly, and, according to Dr. O’Hearn, has done a phenomenal job of creating an addition to the former President’s House that blends the old and the new. Dr. O’Hearn said that in talking to staff he found that people had a lot of affection for the building and for what it represented.

Dr. O’Hearn stressed that no bond money was used for Founders Hall that was designated for student services or academic facilities.

7. **Accreditation**

President O'Hearn reminded PAC members that they are the steering committee for the Accreditation Report. The College is required to submit a mid-term report to the Accrediting Commission in about a year. Vice President Nixon, as the College's Accreditation Liaison Officer, will ultimately be writing that report and making a recommendation to PAC to accept the report. Because it takes quite a bit of time to prepare this report, it is expected that Dr. Nixon will begin the process in one to two months. Dr. O’Hearn anticipates that ad hoc committees will be formed to contribute to the report. Dr. O'Hearn said he believes the College is making great progress on the Visiting Team’s recommendations.

8. **Other**

- Dr. O'Hearn announced that he will be chairing an accreditation visit to Honolulu Community College in October and has asked Diana Casteel to serve as his assistant.
- Jay Martinez said that he and Odette Richardson would be attending CSEA’s annual conference next week in Sacramento. While there, they will be attending a luncheon at the State Capitol.
- Barbara McNeice-Stallard gave an update on some of the projects Research has been working on. On one recent survey to part-time students, she said they indicated that while at Mt. SAC they were not able to connect with the College. This is an area the College needs to address. Ms. McNeice-Stallard said she believes the College needs to take more ownership of survey results. Dr. O’Hearn said we need to figure out how to make a large college, like Mt. SAC, feel small and intimate, and to create experiences for students that will make them want to come back. Raul Rodriguez said Student Services and Associated Students are having a new student welcome day on August 21. New students will be invited to come to campus and learn their way around before the fall semester begins. It is hoped this will help establish a sense of belonging. This is something new and they are hoping for a good turnout. Dr. O’Hearn suggested that
possibly PAC should take a lead role in some of these issues – possibly form an ad hoc committee of PAC members and others to develop some strategies.

9. **Next Meeting**

The next meeting will be held September 6, 3:00-4:30 p.m., Administration Building, Room 205.

The meeting adjourned at 3:55 p.m.

CCO:dc