The meeting was called to order at 3:07 p.m.

Guests: Barbara McNeice-Stallard
Karen Saldana

1. **Welcome New Member**

Miguel Del Mundo introduced Samantha Moreno, the second student member on PAC. Samantha said she is a product of the College’s Bridge Program and is very grateful for what Mt. SAC has given her. She serves as Vice President of Associated Students.

2. **October 4, 2006 Meeting Notes**

Meeting notes were approved as presented.

3. **Disaster Preparedness Update**

Karen Saldana, Director of Risk Management, provided an update on the College’s disaster preparedness program. She distributed copies of the Emergency Operations Center Personnel & Responsibilities. This summary identifies those individuals who will be functioning in key roles in the event of a disaster. While some training has already begun, further training is needed campuswide. Ms. Saldana distributed a copy of the mandated training required by both the Standardized Emergency Management System and the National Incident Management System.

Ms. Saldana said that, along with the training, the College is also looking at what disaster supplies we have available on campus. She is working to develop a standardized inventory list.

Following training, the College will move into drills. It is expected that drills will begin with individual buildings rather than a collegewide drill. Ms. Saldana asked for input as to when would be good times to schedule drills.
The College’s disaster plan is still being reviewed by a consultant. We hope to have this process completed within the next two months. Once completed, copies will be distributed to all managers on campus.

Professor McLaughlin asked if this plan would address the traffic issues on campus in the event of a disaster. Ms. Saldana said the College’s disaster plan would only address building evacuation and not traffic flow. Dr. O’Hearn said the College has met with representatives from the City of Walnut regarding evacuation and traffic flow issues. These concerns are being addressed.

4. **CCSSE/CCFSSE Survey Results**

Barbara McNeice-Stallard, Director of Research & Institutional Effectiveness, distributed the following hand-outs:

- CCSSE/CCFSSE Surveys: What are faculty and students telling Mt. SAC?
- Overview of 2006 Survey Results
- Comparisons Between 2006 CCFSSE Faculty Responses and 2006 CCSSE Student Responses

PAC members reviewed the handouts and discussed the areas for celebration and areas for growth opportunities.

Ms. McNeice-Stallard said these surveys can be very useful to the College as we determine how we can improve to better serve students. She suggested to PAC that the Research Committee should provide this information to the Institutional Effectiveness Committee. Since the Institutional Effectiveness Committee reports to PAC, it would be appropriate for it to make the final recommendation to PAC.

For the benefit of the new members, Dr. O’Hearn commented that the President’s Advisory Council serves as the steering committee for all College planning. As a result, PAC will ultimately be involved in shaping the way that we use the data to transform the institution.

5. **Annual Listing of Accomplishments**

PAC members reviewed the listing of accomplishments prepared by Dr. O’Hearn and Ms. Stern. It was suggested that the listing be posted on the PAC web site and shared with College Committee Chairs.

**Action:** Diana will forward the Listing of Accomplishments to the webmaster for posting. She will also forward the listing to College Committee Chairs.

6. **Systemwide Strategic Plan**

Dr. O’Hearn said the College has received an announcement that the community college system office has produced a systemwide strategic plan. Dr. Manuel Baca, a member of our Board of Trustees, was a member of the committee that developed the plan. Dr. O’Hearn suggested that it might be good to review the plan to see if there are areas where Mt. SAC’s plan could complement it. He is aware that we won’t be able to align with all of it because
some of it relates to projects that are systemwide specific; however, we should review the plan to determine if there are areas where we might want to align the College plan.

Professor Maynard said he is a member of one of the components of the strategic plan and they have some concerns about it.

7. **Community College Initiative Signature Gathering (9,682)**

Miguel Del Mundo reported that it has been difficult to get the League Office to respond to his inquiries about the College’s obligation to gather signatures for the Community College Initiative. Christine Chavez, a statewide director for the initiative, will be on campus Tuesday, 3:00 p.m., to meet with the Student Senate and she will be bringing forms for gathering signatures with her. Apparently a decision will be made after Thanksgiving as to when the initiative will be placed on a ballot.

8. **Other**

- President O'Hearn reported that Michelle Grimes-Hillman will serve as the EAS Steering Committee Liaison to PAC.
- PAC discussed Saturday’s 60th anniversary gala and everyone agreed it was an incredible evening for the College. The only negative heard was that the evening was too long for people to have to stand. Next year’s event will include a sit-down dinner. Dr. O'Hearn reported that the fund-raising effort for the 60th anniversary has been very successful. He believes the Foundation will end up with $125,000 for its endowment fund.

9. **Next Meeting**

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

The meeting adjourned at 4:15 p.m.

CCO:dc