The meeting was called to order at 3:02 p.m.

Guests: Hawk Yao, Lorraine Jones, and Vic Belinski

1. **Review of January 9, 2013, Meeting Notes**

   Approved as written.

2. **Update on Vice Presidents Searches**

   The College has been working with the consultants who will be handling the search committees. They will conduct the recruiting and background checks. Cabinet has been through the job descriptions and brochures and the screening committees are currently being formed. The hope is to take the successful candidates to the May Board Meeting. The Vice President of Instruction is projected for a July 1st start and the Vice President of Human Resources as soon as possible. The job flyers will be online with links that are appropriate to the jobs.

3. **Mission Statement Task Force Update**

   We have identified that there are some elements of the Mission Statement that don’t reflect our current practice. The head of the Task Force has resigned. There was some discussion on this topic. Since the State Chancellor’s Mission Statement will change in 2014, should we wait until then to make changes?

   Ideas were presented on either coming up with a simple statement for the Mission or putting together a Task Force to survey the campus at-large. It was recommended to change the wording to a one or two sentence statement that provides guidance to the College going forward.
PAC members are asked to recommend some wording for the Mission Statement and convene a three-person (academic, management, classified) steering committee to guide the project. The current Mission Statement was read and it was recommended that it be changed to:

“The mission of Mt. San Antonio College is to welcome students and to support them in achieving their educational goals in an environment of academic excellence.” This will be brought back to the second meeting in March to see if everyone agrees. Carol will send the current Mission Statement, as well as the recommended changes to all committee members.

4. **AP 3720 – Use of Technology and Information Resources**

This BP was presented for information only. There have been two changes since it was sent to constituent groups. Page 5, under Captioning/Closed Captioning: Academic Senate struck DSP&S--not in their job duties to be captioning. It was clarified that the “HR Accessibility officer” be changed to “Section 504 compliance officer”. CSEA 262 would like to take the AP with the new changes to the negotiation team since they didn't have a chance to look at this. There was a question raised about the language prohibiting the forwarding of e-mail to a non-Mt. SAC e-mail account. Vic Belinski stated that he thought this was struck. He will talk to his co-chair about this sentence. Laura will let Carol know when they are done looking at it.

5. **AP 6700 – Campus Events and Use of Campus Facilities**

This AP was presented for second reading. Changes were made from comments made at the last meeting. Motion, seconded, and carried, with one no vote.

Future Agenda items:

- Strategic Planning (February 27, 2013)
- Log of BPs/Aps and QuickR (March 13, 2013)
- Campus Equity and Diversity Committee Purpose & Function Statement (February 27, 2013)
- Public Safety Officers Carrying Revolvers
- AP 6700 – Campus Events and Use of Campus Facilities Review (January 2014)

The meeting adjourned at 4:04 p.m.

**FUTURE MEETINGS:**

February 13, 2013 (canceled)
February 27, 2013

Typically, meetings are held on the second and fourth Wednesdays of each month, 3:00-4:30 p.m., in the Administration Building, Room 2440.