The meeting was called to order at 3:04 p.m.

Guests:  Beta Meyer, Vic Belinski, Irene Malmgren, and Mike Gregoryk

1. **Review of September 25, 2013, Meeting Notes**

   Approved, as written.

2. **Budget Committee Update**

   Mike Gregoryk reported that the Budget Committee has met since the last update. Mike distributed a summary from the last Budget Committee meeting. The Committee spent some time going through the Budget Review and Development Process. They have been looking at the New Resource Allocation Requests, which will be funded with one-time money. The Committee has reviewed a document that gives the history of the OPEB Trust and gives projections for 2014 and 2015 and will be making recommendations to PAC.

3. **ITAC Update**

   Vic Belinski reported that the ITAC has met since the last update. There are now two student representatives who have joined the Committee. The Committee has discussed the ITAC Goals from the members in the areas that they represent. They are beginning discussion on possible changes to the Technology Master Plan in 2014-15. TTAC has come up to an aggressive plan to apply for a Grant for a State-wide portal for community college distance learning. The Distance
Learning Committee reported to ITAC that they are planning to do a full simulation accreditation during the beginning of the Spring semester.

4. **Facilities Advisory Committee**

Gary Nellesen reported that the Facilities Advisory Committee has met since the last update. Gary distributed some plans for the Athletics and Fire Academy complex. He reported that there were many comments that were received from the user groups and the Committee. The Committee is also working on reviewing cost information on three upcoming large projects and making recommendations to CMPCT. It is anticipated that three major projects will be going on simultaneously in 2015.

5. **IEC Update**

Irene Malmgren reported that the IEC has met since the last update. Irene reported that there are three major issues that came from the PIE evaluations. The survey is ready to be distributed and they will begin work on the next draft of the Strategic Plan. At the next regular PAC meeting, she will bring the overview and response to the draft Plan and the unit worksheets—which are the next step in preparing this year’s PIE—for PAC review. The Committee is looking at the outlines to establish the framework for the upcoming year. The feedback they have received is to not make any substantial changes to the current process.

6. **Professional Development Committee Update**

Beta Meyer gave the first report of the Professional Development Council. Beta distributed a summary of the PDC. The Committee has met twice this semester. The Committee received six proposals for the salary advancement credit and all had good components and were sent on. Beta also reported that the PDC is offering the On-Course workshop on campus. It is a four day workshop from February 4-7 and all staff are encouraged to attend.

7. **Accreditation Steering Committee Update**

Irene Malmgren gave the first report of the Accreditation Steering Committee. Irene reported that this Committee meets once in the Fall and once in the Spring. She has been to some recent informative trainings that she will share with the Committee.

8. **BP 5010 – Admissions**

This BP was presented for information only. There was one typographical error that will be fixed. This BP will be presented to Board for adoption.
9. **AP 4103 – Work Experience**

This AP was presented for information only. It was recommended under the section titled “Credits” to revise E. to read, “Represent themselves and the College positively while at the work site.” and add a section, “Work Experience Materials” to read, “Work Experience materials can be obtained in the Instruction Office.” This AP will be presented to Board for information, with the above changes.

10. **BP/ AP Log Review**

The log was reviewed.

11. **Other**

The meeting adjourned at 4:06 p.m.

**Future Agenda items:**

- AP 6700 – Campus Events and Use of Campus Facilities Review (January 2014)
- Formalizing Advisory Committees
- Substantive Change update (Malmgren-Future Meeting)
- Overview and response to the draft Plan and the unit worksheets (Malmgren-Future Meeting)

**FUTURE MEETINGS:**

- **October 23, 2013**
- **November 13, 2013** - Expanded PAC (Founders Hall)

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.