



# MT. SAN ANTONIO COLLEGE

## PRESIDENT’S ADVISORY COUNCIL

### MINUTES

June 22, 2022

<b>Location: 4-2440</b>		<b>Time: 3:00–4:30 p.m.</b>	
<b>Council Members:</b>			
<input checked="" type="checkbox"/> Bill Scroggins, Chair	<input checked="" type="checkbox"/> Tania Anders	<input checked="" type="checkbox"/> Tamra Horton	<input checked="" type="checkbox"/> Juan Mendoza
<input checked="" type="checkbox"/> Madelyn Arballo	<input type="checkbox"/> Kristina Allende	<input type="checkbox"/> Robert Stubbe	<input checked="" type="checkbox"/> Valerie Menna
<input checked="" type="checkbox"/> Koji Uesugi	<input checked="" type="checkbox"/> Roger Willis	<input type="checkbox"/> George Gutierrez	
<input type="checkbox"/> Rosa Royce	<input type="checkbox"/> Sara Mestas	<input type="checkbox"/> John Lewallen	
<input checked="" type="checkbox"/> Jean Metter	<input type="checkbox"/> Emily Woolery	<input checked="" type="checkbox"/> Carol Nelson	<input checked="" type="checkbox"/> Brigitte Hebert (Notes)

Guest: Morris Rodrigue

#### 1. New PAC members were introduced.

Dr. Scroggins introduced new member Tania Anders. Sarah Mestas was absent.

#### 2. Review of June 8, 2022, Meeting Notes

Minutes of June 8, 2022, were approved, as amended.

#### 3. Tentative Budget Presentation (Rodrigue)

Morris provided an overview of the 2022-23 Tentative Plan and Budget. Highlights:

- The College was under the COVID-19 Emergency Conditions Allowance for the 2021-22 SCFF FTE funding.
- The College received additional funds for 2021-22 Full-time Faculty Hiring.
- There were changes in revenues and expenditures for the Revenue Generated Accounts. These funds have primarily increased as a result of indirect costs claimed from the HEERF funds.
- The positive variance for full-time salaries, part-time salaries, and benefits are mainly the result of full-time faculty, management, and classified staff vacancies, as well as unexpended short-term hourly accounts.
- Due to actuarial calculations, the additional one-time revenues, and unexpended line budget items, the College had sufficient funds and made a \$6,000,000 one-time contribution to the OPEB Trust in the 2021- 22 fiscal year. This will be approved by the Board of Trustees on June 22, 2022.
- Unexpended Operational Budgets mainly consist of travel and conference, new resources allocations, rate driven, and instructional equipment.
- The College transferred \$5,000,000 for a variety of small capital projects that are not included in the bond budget.

There was further discussion on the different faculty COLA narratives at other colleges.

The Tentative Budget will be presented to the Board tonight for approval.

#### **4. Mission, Vision Statement, and Core Values Workgroup - Update (Stubbe)**

Madelyn Arballo has taken over this assignment and established a workgroup consisting of Jean Metter, Roger Willis, and Koji Uesugi. An update will be provided at a later meeting.

#### **5. Overall Campus Equity Update**

Roger Willis shared the continued work being done by the Equivalency Committee in implementing best practices for faculty hiring, including equal merit on Human Resource's second minimum qualification.

Madelyn Arballo provided details on an agreement that has been reached with counselors working on-line at home. This also benefits students by giving them access all the days and hours of the week.

#### **6. AP 4240 – Academic Renewal**

This AP was presented for a second reading.

Motioned, second, and carried.

The AP will be presented to the Board for information.

#### **7. AP 4285 – Credit for Extra-Institutional Learning**

This AP was presented for a second reading.

Motioned, second, and carried.

The AP will be presented to the Board for information.

#### **8. BP/AP 6750 – Campus Traffic and Parking**

This BP/AP was presented for a second reading.

Motioned, second, and carried.

The BP will be presented to the Board for adoption and the AP for information.

#### **9. BP/AP 7400 - Travel**

This BP/AP was presented for a second reading.

Motioned, second, and carried.

The BP will be presented to the Board for adoption and the AP for information

## 10. Committee Outcomes and Accomplishments

The following Committee Outcomes and Accomplishments were approved, some with recommended modifications:

- Assessment & Matriculation
- Curriculum & Instruction Committee
- Distance Learning Committee
- Educational Design Committee
- Employees Wellness Committee
- Information Technology Advisory Committee
- Outcomes Committee
- Planning and Institutional Effectiveness

PAC members are asked to submit an outcome for each goal to be reviewed at our next meeting.

## 11. Log Review (Scroggins)

### PAC Queue (7)

- BP 2431 – CEO Selection
- AP 2712 – Conflict of Interest
- BP/AP 3900 Freedom of Expression
- BP/AP 3225– Institutional Effectiveness (sent to IEC)
- BP 5040 – Student Records

### AS Queue (5)

- BP 4020 – Program and Curriculum
- BP 4100 - Graduation Requirement for Degrees and Certificates (active)
- BP 4250 – Probation, Dismissal and Readmission
- BP/AP 3565 – Smoking on Campus

### HR Queue (6)

- BP/AP 3430 - Prohibition of Harassment (per PAC of 5.13.20, return to HR)
- AP 3434 – Responding to Harassment Based on Sex Under Title IX
- AP 3435 - Discrimination and Harassment Investigation (per PAC of 5.13.20, return to HR)
- AP 3540 - Sexual Assaults on Campus (per PAC of 5.13.20, return to HR)
- AP 7122 – Recruitment and Hiring – Management Employees

## 12. Other

### FUTURE MEETINGS:

**July 13, 2022**

**July 27, 2022**

**August 10, 2022**