



MT. SAN ANTONIO COLLEGE

PRESIDENT’S ADVISORY COUNCIL

MINUTES

June 8, 2022

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

1. Review of May 25, 2022 Meeting Notes

No. 14 – AP3434 states that it was returned for further edits; however, it was not discussed at the last meeting.

Minutes of May 25, 2022 were approved, with the above-noted correction.

2. Accreditation Steering Committee (ASC) – Update (Fowler)

- A tremendous amount of progress was made this semester with over 100 Weaving Team participants.
- Three college forums were held this spring and were well attended by faculty and staff.
- During an analysis of the BPs, it was noted that many are outdated. The Accreditation Standards require BPs to be regularly reviewed.
- Committee and Council webpages are not up to date. These must be up-to-date and accessible.
- P. Quinones suggested that an accessible template be created for committees and councils to use.
- L. Jackson to follow-up with B. Hebert and C. Nelson to contact Management and Co-Chairs of committees to assist with webpage updates and accessibility.
- K. Fowler stated that two workdays have been scheduled for July 11 and 27. The purpose of these workdays is to analyze the narrative received from the weaving team to identify gaps and issues. This will allow for the prioritization of the issues prior to the submission of the ISER.
- Members of the Weaving Team will present at FLEX Day and focus on Distance Education. A presentation will also be made at Classified Professionals Day.
- There has been strong student involvement. Participation has been solid, and students have been actively engaged in the process.
- An Ha, incoming Associated Student President, has been assisting on the weaving team and will continue to recruit new students in hopes of maintaining the continuity.
- A finishing team is being assemble and is like a standard writing team that will include faculty, administrators, and students.
- Finishing teams will review the draft from the weaving teams as well as the evidence.

- Finalization will occur over the winter and released in parts during the spring to allow for review, feedback, and edits. Submission to the Board will be August 2023.

3. Institutional Effectiveness Committee (IEC) – Update (Fowler)

- IEC continues to be actively engaged in strategic planning.
- Listening tours and surveys have been conducted around strategic planning. The Committee has been looking at an implementation plan for strategic planning based on that feedback.
- Six (6) themes/priorities were developed last year. Goals, strategies, and activities have been developed under each of those themes.
- Finalizing goals, strategies, and activities to bring to PAC.
- The implementation plan and timeline created over the past year and moving forward to share with PAC this summer finalized and ready to deliver to the entire campus in the Fall.

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

- Tabled until next meeting.

5. Overall Campus Equity Update

- E. Woolery shared that the Faculty Association workgroup is continuing to work on evaluations and DEI components. VP Song has agreed to continue this work in the summer. The language in Article 18 is being reviewed.
- VP Song and the Faculty Association will co-present at flex day to look at academic freedom through the DEISA lens.
- Dr. Scroggins stated that at its May meeting, the Board of Governors adopted a set of Title 5 regulations related to Diversity, Equity, Inclusion, and Anti-Racism in hiring evaluation. Mt. SAC has been working steadily in those areas.
- Dr. Scroggins shared that work continues with the CSEA groups to include equity in the job descriptions. The college is committed to doing some training to be ensure that we know how that language in the job descriptions can translate well into using the job description as a hiring template as well as a hiring templated. Training prior to implementation.
- Title V grant work is progressing and expanding. Groups of faculty members continue to meet to share best practices.

6. AP 4240 – Academic Renewal

This AP was presented for a first reading.

Motioned, second, and carried.

7. AP 4285 – Credit for Extra-Institutional Learning

This AP was presented for a first reading.

Motioned, second, and carried.

Discussion: C. Uyeki stated that this was discussed in AMAC for the AP/BP to go through so that we can be in compliance. Is it feasible for us to approve a BP at PAC.

An additional motion to bypass first reading and go to final approval.

AP continued to next meeting and BP listed for first reading but moved to bypass first reading and make it for final approval.

8. BP/AP 6750 – Campus Traffic and Parking

This BP/AP was presented for a first reading.

BP 6750 Motioned, second, and carried.

Discussion: Reading new language re: normal hours of operation and overnight parking. This BP requires follow-up for notification of campus safety when cars left overnight. Elements of this BP/AP will include updated information on the back of the permit.

AP 6750 was presented and passed for first reading and passed unanimously.

Discussion: The design of Miracle Mile design will have a 4ft area along side the walking area and designated as a bike lane.

9. BP/AP 7400 - Travel

This BP/AP was presented for a first reading.

Motioned, second, and carried.

Discussion: K. Rivera stated that there is still a resolution to be discussed at AMAC re: reproductive rights. Recommendation made by the Academic Senate was to advocate to the Board to include restrictions on travel to states with anti-reproductive right laws.

All were in favor of approving BP/AP 7400 for first reading.

Jean Metter – ITAC met on June 6 for the first time since the issues came up about the immutable key. The user ID is the immutable key. Every user with access to Mt. SAC resources is assigned a user ID which is the immutable key and cannot be changed.

The other issue is why did HR need to approve when employee's request an email alias. A. Bangloy attended meeting and stated that it would be technologically challenging. There are 72 different applications/systems connected to single sign on and that 67 of them are not under Mt. SAC control. It can be done on a case-by-case basis right now. There is a risk of losing content.

Question asked why the immutable key couldn't be the A# because it has no value attached to it. The reason is because there are approximately 3k employees already using their name as the user ID. All existing immutable keys cannot be changed but will ask if it can be the A# going forward.

An idea to take back to ITAC is that for those wanting an immutable key can be issued one right now. However, they must be made aware of the risks and still want to move forward with the request by contacting A. Bangloy in IT.

Concerns were shared for students at the Pride Center and the auto population of the legal name versus chosen name in SARS. The immutable key auto populates with a different name.

Roger true if students trying to access certain services on campus and dead named because of the immutable key situation.

Dr. Scroggins stated that we need something in writing – which includes an official statement about the immutable key; what it does and doesn't do as well as the risks and what it will take to change it. This would enable the college to make an assessment and establish priorities.

Rest of the agenda moved to the next meeting

10. Committee Outcomes and Accomplishments

The following Committee Outcomes and Accomplishments were approved:

- Assessment & Matriculation
- Curriculum & Instruction Committee
- Distance Learning Committee
- Educational Design Committee
- Employees Wellness Committee
- Information Technology Advisory Committee
- Outcomes Committee
- Planning and Institutional Effectiveness
- President's Advisory Council
- Strong Workforce Advisory Committee
- Student Equity Committee

The following were returned:

11. Log Review (Scroggins)

PAC Queue (8)

- 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 – 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:

June 22, 2022

July 13, 2022

July 27, 2022