



# MT. SAN ANTONIO COLLEGE

## PRESIDENT'S ADVISORY COUNCIL

### MINUTES

October 26, 2016

#### Attendance:

<input checked="" type="checkbox"/> Bill Scroggins, Chair	<input checked="" type="checkbox"/> Carol Nelson (Notes)	<input type="checkbox"/> Ruben Flores	<input type="checkbox"/> Marchelle Nairne-Proulx
<input type="checkbox"/> Ron Bean	<input type="checkbox"/> Eric Kaljumagi	<input checked="" type="checkbox"/> Jemma Blake-Judd	<input checked="" type="checkbox"/> Joan Sholars
<input checked="" type="checkbox"/> Aneca Nuyda	<input checked="" type="checkbox"/> Jean Garrett	<input checked="" type="checkbox"/> Bill Rawlings	
<input checked="" type="checkbox"/> Betty Santos	<input checked="" type="checkbox"/> Gary Nellesen	<input checked="" type="checkbox"/> Michelle Sampat	
<input checked="" type="checkbox"/> Dan Smith	<input checked="" type="checkbox"/> Jeff Archibald	<input type="checkbox"/> Vacant (Ac. Senate)	

Guests: Irene Malmgren, Joumana McGowan, Don Sciore, Lianne Greenlee, Kristina Allende, Barbara McNeice-Stallard, Shelva Hurley, and Eva Conrad

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

#### 1. Review of October 12, 2016, Meeting Notes

Approved, as written.

#### 2. Accreditation Self-Evaluation Signing

The Certification of the Institutional Self-Evaluation Report was signed by the appropriate signatories. Irene Malmgren gave appreciation to all campus members who participated in the process, with special kudos to Kristina Allende, Barbara McNeice-Stallard, Lianne Greenlee, and the Marketing Department.

#### 3. Anti-Bullying Task Force Update

Jean Garrett gave an update from the Task Force. A draft survey was distributed for review. Shelva Hurley gave an overview on the survey. It was reported that:

- Items were selected from other surveys used at other institutions.
- The survey will be conducted on Qualtrix.
- They have included demographic questions to see if a certain group is experiencing bullying more than another.
- Sexual harassment was removed from the survey since another group is looking at sexual harassment in the workplace.

There was discussion on the survey. It was recommended to include Assembly Bill 2053 language and the BP/AP so that people may be more inclined to complete it and to let employees know what will be done with the information received. It was recommended changing the incidents to "1 incident," "2-4 incidents," and "more than 4 incidents." It was also recommended to add an open-ended question of what resources may be helpful. The hopeful outcome of survey is awareness, publishing the results so people know how these behaviors are perceived, and training to employees.

The Council wanted time to review the survey. Bill Scroggins will meet with the Task Force to work on this. It was recommended that members send their comments to the Task Force. This item will be brought back to a further meeting for review.

This group no longer has a Chair since Carolyn Keys has retired. It was recommended that Abe Ali be added as Chair to this Task Force.

#### 4. **Educational and Facilities Master Plan Update**

Eva Conrad, Lead Consultant, provided an overview on the effort to update the Educational and Facilities Master Plan. She distributed a handout on the 2018 Educational and Facilities Master Plan that was presented to the Master Plan Steering Task Force. The College has an Educational Master Plan dated 2008/2009, and this serves as a foundation to the Facilities Master Plan. The Educational Master Plan should be updated approximately every 10 years. Eva went over the five phases of the Master Planning.

#### 5. **AP 4024 – Units-to-Contact-Hour Relationship**

This AP was presented for information. This AP will be presented to Board for information.

#### 6. **AP 7352 – Jury Duty Leave for Unrepresented Employees (NEW)**

This AP was presented for second reading. Motion, seconded, and carried. This AP will be presented to Board for information.

#### 7. **Committee Goals and Progress Report Review**

- Accreditation Steering Committee
- Institutional Effectiveness Committee

The Reports were reviewed.

## 8. **Purpose and Function Statement Review**

- Accreditation Steering Committee
- Budget Committee
- Campus Equity and Diversity Committee
- Climate Commitment Implementation Committee (formerly ACUPCC)
- Curriculum and Instruction Council
- Distance Learning Committee
- Educational Design Committee
- Employee Wellness Committee
- Facilities Advisory Committee
- Health and Safety Committee
- Information Technology Advisory Committee
- Institutional Effectiveness Committee
- Outcomes Committee
- President's Advisory Council
- Student Equity Committee
- Student Preparation and Success Council
- VOICES Committee

The Purpose and Function Statements were reviewed and approved as written.

## 9. **Community College Innovation Grant**

Bill Scroggins reported that the College will be pursuing a planning grant for Guided Pathways. Governor Brown has been a proponent of innovation funds and the previous appropriations were for higher education at-large. This year, there's \$25M for innovation in the California community colleges. Bill and Jeff will be part of a panel presentation at the upcoming Academic Senate's Plenary. The intent of the College is to pursue a grant from this fund to further our work in pathways. Bill will pursue a consortium application for this money. The minimum grant is \$2.5M per college, but if we get 5-6 major districts, we could get a considerable part of the money and work on the advancement of the Pathways principle across the state. We were invited by the California Futures Foundation to apply for a planning grant through them to do this work. The Chancellor's Office is working on an integrated planning process with student equity, student success, and workforce funding, and Pathways could be a template to integrate these things.

## 10. **BP/AP Log Review**

The log was reviewed.

**11. Other**

The meeting adjourned at 4:30 p.m.

**FUTURE MEETINGS:   November 9, 2016 – Expanded PAC  
                             November 23, 2016  
                             December 14, 2016**

**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.**