



MT. SAN ANTONIO COLLEGE

PRESIDENT’S ADVISORY COUNCIL

MINUTES

March 28, 2018

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| Location: Room 4-2460 | | Time: 3:00–3:45 p.m. | |
| Council Members: | | | |
| <input type="checkbox"/> Bill Scroggins, Chair | <input type="checkbox"/> Kristina Allende | <input type="checkbox"/> Tony Rivas | <input type="checkbox"/> Dan Garcia |
| <input checked="" type="checkbox"/> Gary Nellesen | <input checked="" type="checkbox"/> Martin Ramey | <input checked="" type="checkbox"/> Bill Rawlings | <input checked="" type="checkbox"/> Brian Moon |
| <input checked="" type="checkbox"/> Ron Bean | <input checked="" type="checkbox"/> Lina Soto | <input type="checkbox"/> Johnny Jauregui | <input checked="" type="checkbox"/> Brigitte Hebert (notes) |
| <input checked="" type="checkbox"/> Rosa Royce | <input type="checkbox"/> Vacant (Ac. Senate) | <input checked="" type="checkbox"/> John Lewallen | |
| <input checked="" type="checkbox"/> Joan Sholars | <input checked="" type="checkbox"/> Eric Kaljumagi | <input checked="" type="checkbox"/> Carol Nelson | |

Irene Malmgren chaired the meeting in Bill Scroggins absence. Guests included Barbara McNeice-Stallard of Research and Miranda Virgen and Brett Hernandez of SAC Media.

The meeting was called to order at 3:05 p.m.

1. Review of March 14, 2018, Meeting Notes

Approved, as written.

2. Institutional Effectiveness Committee (IEC) – Fiscal Report

Barbara McNeice-Stallard reported that this committee has met since their last update.

- Each year IEC prepares and reviews their annual report, which is required by the ACCJC.
- The purpose is to determine how well we are doing and the quality of our work.
- This report depicts our student achievement and outcomes.
- It gives us general metrics on enrollment, how many programs we have that are available, and duplicated (how many people are enrolled in our courses) and unduplicated (based on actual number of students) headcounts.
- The report also provides information on our Institutional-set Standard (ISS), which is another term for goals.
- Data varies from the success of student course completion, type of degrees and certificates awarded, and student transfers.
- ISS is also something we should be looking at each year to see how well our students are doing.
- Student Learning Outcomes and Assessment data indicates how close we were aligned.

Rosa Royce reported on the Annual Fiscal Report, which addresses our fiscal liability.

- This information is obtained from our 311 formal financial report and audited financial statements.
- The only liability, or debt, is our General Fund Bond Program.
- Our OPEB total and amount unfunded is reported for the last three fiscal years, as well as our deposit into the trust and cash position.
- We are required by law to submit our annual audit information to ACCJC no later than six months following the close of the fiscal year.
- Also included in this report is our FTES, which comes from our 320 Report and also from the Apportionment Report in which we receive funds from the Chancellors office.
- Financial Aid provides information on our various grants and our official student loan defaults.
- We reported no leadership changes for the fiscal year 2016-17.

3. Review of the Strategic Plan Diagram for 2017-21

- Senate pulled the Strategic Plan diagram back in December to obtain input from faculty on the process of the five strategic goals and how they relate to the college themes.
- A Strategic Plan Crosswalk and Master Plan Themes handout was distributed to the committee.
- Concerns were expressed that two of the college goal descriptions (G2 and G5) do not clearly indicate what action is to be taken.
- Dr. Malmgren explained that this diagram is just a visual depiction and not intended to stand alone. She further explained there is a Chancellor's work group whose purpose is to create a common set of metrics.
- It was recommended to add descriptive verbs to G2 and G5.
- All 14 goals will be written out on PIE to assist in the crosswalk back to the five G's (college goals)
- At some certain time, all strategic plans will have to align with vision for success. A gap analysis will assist us with this.

The amended version of the Strategic Plan Diagram for 2017-21 was approved with one abstention.

4. Commencement Speaker

The committee was asked to provide commencement speaker recommendations to the President's Office as soon as possible.

The following information on this year's 2018 Alumna was shared with the committee.

Our 2018 Alumna of the Year is Elizabeth Yang. She is the Founder of the Law and Mediation Office of Elizabeth Yang. She specializes in Intellectual Property Law, including Patent, Copyright and Trademark Prosecution and Litigation; Business Law, including corporate entity formation, contract drafting, contract disputes, litigation; Family Law, including divorce, child custody, child support, alimony, and asset division; and Traffic Citations. Elizabeth attended Mt. SAC while a student at Walnut High School. After Mt. SAC, she went on to UC Berkeley where she graduated in 2 1/2 years with a double major in Electrical Engineering and Computer Science. She continued to take courses at Mt. SAC during the summer and winter breaks from Cal. She received her law degree from the University of La Verne. In 2017, Elizabeth was recognized by Thomson Reuters Super Lawyers as a "Rising Star" ranking her in the top 2.5% of lawyers in California and was also presented with the Lawyers of Distinction award, recognizing her as being in the top 10% of lawyers in the United States. Elizabeth is a member of the Foundation Board and is fluent in Mandarin.

5. Review of Purpose and Function Statement

- Police and Campus Safety Advisory Committee

A correction will be made under "Committee Type" changing "Governance" to "Operational". Also this committee representing all constituencies will determine what the definition of community policing means to the college.

- Student Success and Support Program Advisory Committee

This Purpose and Function statement has been pulled by SPAS and will be held until it is has been reviewed by the Academic Senate.

6. BP/AP 3565 – Smoking on Campus (attachment)(Scroggins)

This BP/AP was presented for first reading.

The BP has been pulled by Faculty Association for further review. The AP will be tabled until the District receives a legal opinion on what their authority is as it pertains to all individuals on campus, not just students. That information will be brought to PAC.

7. BP/AP Log Review (Scroggins)

BP 3430 – Prohibition of Harassment (being reviewed by SPAS & Faculty Assoc.)

AP 3435 – Discrimination and Harassment Investigations (being reviewed by SPAS & Faculty Assoc.)

BP/AP 3050 – Institutional Code of Ethics – (pulled by Faculty Assoc.)

BP/AP 3410 – Nondiscrimination (pulled by Faculty Assoc.)

BP/AP 7700 – Whistleblower Protection (pulled by Faculty Assoc.)

8. Other

President's Cabinet is currently reviewing AP 6750 – Traffic and Parking Regulations. It was recommended that the newly formed Police and Campus Safety Advisory Committee review this AP and present an updated AP to PAC.

Gary Nellesen updated the committee on the status of the construction work. A "stop" work order was served by the City of Walnut. Dirt hauling is continuing. However, all contractor work has stopped. We are seeking a time limit on the injunction to stop grading. We are still on schedule for the Olympic trails at this time. Also, traffic measurements are currently being performed to evaluate the operations of future parking structures.

Irene Malmgren shared that a team of faculty liaisons is being created to review the 150/200 Mt. SAC Academy applications.

FUTURE MEETINGS:

April 11, 2018

April 18, 2018 – Expanded PAC

April 25, 2018 – Canceled

May 9, 2018