



# MT. SAN ANTONIO COLLEGE

## EXPANDED PRESIDENT'S ADVISORY COUNCIL

### MINUTES

April 18, 2018

#### Attendance:

<input checked="" type="checkbox"/> Bill Scroggins, Chair	<input checked="" type="checkbox"/> Toni Rivas	<input type="checkbox"/> Mike Gregoryk	<input checked="" type="checkbox"/> Evelyn Hill-Enriquez
<input type="checkbox"/> Gary Nellesen	<input checked="" type="checkbox"/> Bill Rawlings	<input type="checkbox"/> Abe Ali	<input checked="" type="checkbox"/> Michelle Dougherty
<input checked="" type="checkbox"/> Ron Bean	<input type="checkbox"/> Johnny Jauregui	<input checked="" type="checkbox"/> Joumana McGowan	<input checked="" type="checkbox"/> Lee Jones
<input checked="" type="checkbox"/> Rosa Royce	<input checked="" type="checkbox"/> John Lewallen	<input checked="" type="checkbox"/> Michelle Sampat	<input type="checkbox"/> Sandra Bollier
<input checked="" type="checkbox"/> Joan Sholars	<input type="checkbox"/> Carol Nelson	<input checked="" type="checkbox"/> Dale Vickers	<input checked="" type="checkbox"/> Kate Morales
<input checked="" type="checkbox"/> Kristina Allende	<input checked="" type="checkbox"/> Dan Garcia	<input checked="" type="checkbox"/> James Ocampo	<input checked="" type="checkbox"/> Meghan Chen
<input checked="" type="checkbox"/> Martin Ramey	<input checked="" type="checkbox"/> Brian Moon	<input checked="" type="checkbox"/> Barbara McNeice-Stallard	<input checked="" type="checkbox"/> Gabriel Alfaro
<input checked="" type="checkbox"/> Lina Soto	<input checked="" type="checkbox"/> Brigitte Hebert (notes)	<input checked="" type="checkbox"/> Emily Woolery	<input checked="" type="checkbox"/> Ruben Guijerro
<input type="checkbox"/> Vacant (Ac. Senate)	<input checked="" type="checkbox"/> Irene Malmgren	<input type="checkbox"/> Eric Lara	<input checked="" type="checkbox"/> Grace Hanson
<input checked="" type="checkbox"/> Eric Kaljumagi	<input checked="" type="checkbox"/> Audrey Yamagata-Noji	<input type="checkbox"/> Eloise Reyes	<input checked="" type="checkbox"/> Annel Tagarao
			<input checked="" type="checkbox"/> Pedro Suarez

The meeting was called to order at 3:08 p.m.

Dr. Scroggins welcomed the group and informed them about the topic they would be learning about today.

#### 1. Introduction

Irene Malmgren, Chair of the Institutional Effectiveness Committee (IEC), provided the following information:

- The purpose of today is to show where we are and how we are moving forward.
- The model schematics show how we are building the Strategic Plan for this year.
- There are plans all over campus with the intent of bringing them together with all this work.
- The College goals, which came out of the Educational and Facilities Master Plan presented to PAC and at Flex Day, are a first cut from all that work and interviews performed over the last two years.
- IEC looked at all 14 old goals and mapped them deliberately to make sure nothing was left out.
- This plan has taken into account what we have done in the past and adds our vision for the future.
- As you look at the planning cycle, one thing that IEC is committed to is the PIE process and keeping it the same until we write the comprehensive plan for our 2021-22 accreditation.

- Once this has been tested in Instruction, it will be rolled out to Administrative Services and Human Resources to ensure it is customized and running efficiently. The only change would be more data.

## 2. Unit PIE

Meghan Chen and Barbara McNeice-Stallard welcomed all members of PAC, IEC, and Expanded PAC and updated the attendees on the following information:

- The goal each year is to simplify and make things logical in order to do the work.
- Planning is about engaging in each other and what we need to do for our students.
- As we started this year's PIE, we are reminded of three things:
  - Close loop on 2016-17
    - ✓ What did we get done and not get done? There are great resources that enables us to do some excellent planning.
  - Internal conditions at the College
    - ✓ Was there anything externally imposed on us by Sacramento?
    - ✓ Where we are this year?
  - Summarize where we are
    - ✓ What's next?
    - ✓ Are there important goals that can take more than a year to complete?
    - ✓ What are some new goals or things we want to do differently for our students?
    - ✓ Once that can be identified, new resources can be requested accordingly.
- How do we care for our College because our College is caring for our students?
- Focus is always on planning.
- The heart is about dialogue with each other, planning together, and working with our units.
- Data is an important piece that drives our decisions and enables PC to distribute resources.

IEC members at each table were asked to facilitate the "Mind Map" exercise.

## 3. Linking Planning Goals to Metrics

Both Kate Morales and Pedro Suarez introduced the next topic of discussion. Both Kate and Pedro are working closely with the IEC team. Pedro brings an outsider's outlook and is specifically assigned to Instruction. They provided an update.

- Some changes have been made to the PIE home screen for easier navigation.
- Redundant fields have been removed so the information only has to be entered once.
- A "help" feature has been added to the text field to help guide the user.
- Training material has been improved for each process.
- The process for 2021-2022 has been frozen to remain consistent.
- A new feature at the bottom of each section provides the user with available options.
- A training video has been developed, which is also now on the website.

A second mapping exercise was given to attendees asking them to connect college goals to Guided Pathways (GP) Key Performance Indicators (KPIs). Kate Morales explained how to actually perform the linking.

#### 4. Role of IEC & Strategic Planning

Irene Malmgren provided the following information on IEC's role:

- At this time, the Chancellor's office is asking us to report on 108 different methods with the hopes the number will be reduced.
- Each group will map to one of the metrics.
- IEC is to help facilitate with integrated planning and develop the PIE process and access if it is working.
- Some new data may be added.
- The Unit PIE training process is coming to a close.
- Management PIE will come out and IEC will work with individuals and unit groups.
- Work continues on the PIE process and analyzing the data.
- It takes time and effort to make changes.
- We are hoping the feedback will be more precise and timely.
- The Integrated Plan and Budgeting Calendar provides data on how we budget and then gives feedback if we are doing a good job.
- It is a more detailed connection than what we had before.
- The next step is training and listening to each unit and customizing the process.
- Unit PIEs will be complete in time for managers to use this information during the new resource allocation process in October.
- Unit training is on its way.
- Management training is ready.
- Feedback is of the utmost importance.
- We are coming into a year with more instructional and maintenance money available.
- The changes we are experiencing are tremendous.
- This entire process gives us a good foundation to make good decisions.

The meeting adjourned at 4:16 p.m.