



# MT. SAN ANTONIO COLLEGE

## PRESIDENT’S ADVISORY COUNCIL

### MINUTES

April 26, 2023

|   |  |  |   |
|---|--|--|---|
| <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 checked="" type="checkbox"/> Allie Frickert | <input checked="" type="checkbox"/> Rosa Asencio | <input checked="" type="checkbox"/> An Ha                   |
| <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"/> Sara Mestas    | <input type="checkbox"/> John Lewallen           | <input checked="" type="checkbox"/> Brigitte Hebert         |
| <input type="checkbox"/> Mica Stewart                     | <input checked="" type="checkbox"/> Emily Woolery  | <input checked="" type="checkbox"/> Jose Ramirez | <input checked="" type="checkbox"/> Yadira Santiago (Notes) |
| <b>Guests:</b>  |  |  |   |
| Patty Quinones  | Eera Babtiwale                                     | Robin Cash                                       | Anthony Moore   |

#### 1.01 Call to Order

#### 2.01 Approval of Minutes

The minutes of April 12, 2023, were approved.

#### 3.01 BP/AP 3250 Institutional Planning - Workgroup (Quinones)

- Patty Quinones reported on the great progress the workgroup has done so far. The Workgroup will be working with Human Resources for input and any recommended changes will come to PAC for review. They anticipate to be complete with the review in the next month.

#### 3.02 Climate Commitment and Environmental Justice Committee (CCEJC) (Anders/Babtiwale)

- Eera and Tania reported on general updates & business and budget, further information can be found in the attachment in BoardDocs.
- Four Faculty Cohorts have completed Professional Development training.
- Nine student internships in Spring 2023.
- Climate Action Plan kickoff set for Fall 2022
- Presenting at Living Futures in Washington, D.C. in May.

#### 3.03 Information Technology Advisory Committee (ITAC) - (Moore)

- Anthony Moore reported ITAC had a discussion on Web CMS, a group will come together to address the issues Faculty has currently, also working with AVP of Instruction, Meghan Chen.

- Technology Master Plan is complete and posted online
- ITAC had a demo of software called LabStat which tracks inventory, meters/tracks how licenses are used, overuse/underuse tracking, we can remove licenses that we no longer use/need.
- New Student Technology support website is live, one-stop-shop, Faculty in ITAC had great recommendations.
- Wayfinding is live on mtsac.edu. Gives directions from your location to the spaces around campus.
- Technology assistance will be available in the tech hub at the new Student Center.
- Process to prioritize incoming technology projects is currently being finalized and will go to ITAC, PC, for final approval.

### **3.04 Institutional Effectiveness Committee (IEC)**

- Patty reported on the two attachments in BoardDocs, Integrated Planning and Budgeting Process Calendar and the Integrated Planning Model, were updated through a joint effort with the Budget Committee, PIE, and IEC. The gears in the Integrated Planning Model attachment show that these plans are in motion. Accreditation Steering also reviewed the attachments and gave feedback.
- Expanded PAC agenda is being worked on and will be sent to Dr. Scroggins for review.

### **3.05 Overall Campus Equity Update (ongoing)**

- Robin Cash is the new tri-chair and reported for CEDC – Chancellor’s new EEO plan model draft due May 1, 2023. A policy statement on the Board Of Governors commitment to Diversity. HR will work together with CEDC on a longitudinal analysis of hiring trends. Gather and identify unrepresented monitor groups within District job categories. Reference against the existing workforce, availability pools, and who is applying.
- Dr. Arballo reported School of Continuing Education along with the Equity Center will host Mt. SAC Unites Against Ageism events taking place May 2-May 16, 2023.
- An Ha – Associated Students in collaboration with the Smoke & Tobacco-Free Campus Policy Workgroup will host Games Around the Globe. It will be held at 9c stage on April 27, 4pm-6pm and participants have a chance to win a Nintendo Switch,

## **Action Items**

### **4.01 Administrative Procedures – First Reading**

The following APs were presented for first reading and will be brought back to PAC for second reading:

- AP 4100 Graduation Requirements for Degrees and Certificates - Motioned, second, and carried.
- AP 4235 Credit by Examination - Motioned, second, and carried.
- AP 4250 Probation - Motioned, second, and carried.

### **4.02 Administrative Procedures – Second Reading**

The following APs were presented for second reading:

- AP 5030 Fees - Motioned, second, and carried with correction/amendment to proposed change from February 1 to March 1.

“The non-resident tuition fee shall be set by the governing board not later than ~~February~~ **March** 1 of each year for the succeeding fiscal year, pursuant to Education Code 76140”

- AP 7382 Reduced Workload Program (Faculty) (NEW) - Motioned, second, and carried. Will be pulled for additional review by HR and Faculty Association. A motion to table this item, second, carried. Reschedule for the next meeting.

#### **4.03 Board Policies - First Reading**

The following BP was presented for first reading and will be brought back to PAC for second reading:

- BP 3930 Children on Campus - Motioned, second, and carried.

#### **4.04 Committee Purpose and Function Statements**

The following Purpose and Function Statements were reviewed and approved

- Assessment and Matriculation Committee (SPEAC)-no feedback
- Facilities Advisory Committee (FAC)- no feedback

#### **Information Items**

##### **5.01 Board Policies – Regular Review Cycle**

The following BP was presented and will be sent to the Board for information:

- BP 5040 Student Records, Directory, and Privacy

##### **6.01 Log Review**

- BP/AP 3225– Institutional Effectiveness (5.22.22 sent to IEC)

##### **7.01 Future Meetings:**

**May 10, 2023**

**May 24, 2023 – Expanded PAC**

**June 14, 2023**

**June 28, 2023**

##### **7.02 Adjournment**