



Committee Goal and Progress Report 2008-2009

Committee name: President's Advisory Council

Name of person completing the report: John S. Nixon, Chair

Instructions: **By November 15, 2008:** Complete Columns 1 and 2; submit electronically to dcasteel@mtsac.edu (on behalf of the President's Advisory Council.) **By May 1, 2009:** Complete Column 3 and submit electronically to dcasteel@mtsac.edu (on behalf of the President's Advisory Council.)
(EXPAND AS NECESSARY)

Committee Goal	Link to College Goal #	Completed Outcomes/Accomplishments (descriptive bullet list)
GOAL # 1: Improve communication with all constituent groups to ensure regular, consistent, campus-wide communication.	11	<ul style="list-style-type: none"> • Worked with Marketing Office on displaying of new College Mission Statement campuswide. • Asked that information on Participatory Governance 2008 survey be broken down by constituent groups for further discussion. • Reviewed detailed survey results on Participatory Governance: Spring 2008. • Received report on Launch of Foundation fund-raising campaign. • Received construction update. • Received update on Accountability Reporting for the Community Colleges (ARCC). • Reviewed ARCC Self-Assessment Statement. • Decided that, to increase awareness of institutional planning, we would market the College's planning endeavors through periodic newsletters. • Received information on accreditation self study teams and initial training. • Received regular reports on EAS. • Received regular updates from Mike Gregoryk on both the College budget and information from the Budget Committee.

		<ul style="list-style-type: none"> • In November 2008, began discussions on the state’s budget deficit and steps the College will need to take to meet anticipated mid-year budget cuts. • Received proposed revisions to Policy 1200 – College Mission. • Recommended that Dr. Nixon declare this year the “Year of Developmental Education.” • Recommended that Dr. Nixon approve the proposed 2008-09 College Goals and carry them forward for the Board’s approval. • Received an update on the Equity for All Project. • Received information on the Clarus Study.
<p>GOAL # 2: Receive regular reports from the Health & Safety Committee. Work to ensure campus-wide commitment, participation, and communication on emergency preparedness and other campus safety issues.</p>	<p style="text-align: center;">9</p>	<ul style="list-style-type: none"> • Received regular updates on emergency preparedness. • Accepted recommendation from Health & Safety Committee to add an additional faculty representative. • Received proposed revisions to AP 3500 – Campus Safety.
<p>GOAL # 3: Bring consistency, accuracy, and timeliness to the reporting relationship between College councils/committees and PAC in order to improve communication and accountability in College governance.</p>	<p style="text-align: center;">11</p>	<ul style="list-style-type: none"> • Received summary report on: Participatory Governance: Summary of Findings. • Asked that information on Participatory Governance 2008 survey be broken down by constituent groups for further discussion. • Reviewed detailed survey results on Participatory Governance: Spring 2008. • Conducted annual review of College committees. • Approved changes to Equivalency Committee and Distance Learning Committee. • Approved two new college committees – The Basic Skills Coordinating Committee and the Senate Planning Committee. • Reviewed operational committees. • Accepted Professional Relations Committee as a college operational committee. •

		<ul style="list-style-type: none">• Accepted recommendation from Health & Safety Committee to add an additional faculty representative.• Reviewed and proposed revisions to purpose/function statements for Budget Committee and IEC (related to evaluating institutional planning – specifically, evaluating and monitoring their processes i.e., PIE and the budget model).• Added function statement to PAC related to institutional planning.• Directed the Budget Committee and IEC to develop, implement, and evaluate their models.• Received Institutional Effectiveness update.• Approved distributing the Annual Review of College Committees memo.• Discussed proposed revisions to ITAC Council – asked Chief Technology Officer to attend next meeting for further discussion.• Discussed ITAC and whether the council should be eliminated.• Revisited ITAC issue – will ask Chief Technology Officer to do further study and provide recommendation.• Determined that College needed ITAC to be active council.• Reviewed form for revising or adding a new Policy/Administrative Procedure.• Recommended that Dr. Nixon approve the proposed Strategic Objectives.• Recommended that the following changes be made to operational committees:<ul style="list-style-type: none">• Health & Safety Committee – add one faculty member to its membership and consider adding an IT Rep.• Professional Development Council – change to a governance committee.• Approved combining the General Education Outcomes Committee and the Student Learning Outcomes Committee into the Outcomes Committee, effective fall 2009.

GOAL # 4:

Provide leadership in the development and improvement of institutional planning and budget development processes working closely with appropriate committees in the best interest of our students.

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- Received update from Institutional Effectiveness Committee on Planning for Institutional Effectiveness.
- In-depth discussion on approach to establishing strategic objectives.
- Reviewed proposed College goals for 2008-09.
- Reviewed proposed Strategic Objectives.
- Received update on Accountability Reporting for the Community Colleges (ARCC).
- Reviewed ARCC Self-Assessment Statement.

- Had in-depth discussion on another dimension of planning that needs to be addressed by PAC - evaluation of procedures and effectiveness of PIE/budget model.
- Decided that, to increase awareness of institutional planning, we would market the College's planning endeavors through periodic newsletters.
- Reviewed and proposed revisions to purpose/function statements for Budget Committee and IEC (related to evaluating institutional planning - specifically, evaluating and monitoring their processes i.e., PIE and the budget model).
- Added function statement to PAC related to institutional planning.
- Directed the Budget Committee and IEC to develop, implement, and evaluate their models.
- Received Institutional Effectiveness update. (second update)
- Received information on accreditation self study teams and initial training.
- Received regular updates from Vice President, Administrative Services on both the College budget and information from the Budget Committee.
- In November 2008, began discussions on the state's budget deficit and steps the College will need to take to meet anticipated mid-year budget cuts.
- Received proposed revisions to Policy 1200 - College Mission.
- Received proposed revisions to Policy 2015 - Student Member.
- Received proposed revisions to AP 6550 - Disposal of Personal Property.
- Recommended that Dr. Nixon declare this year the "Year of Developmental Education."

		<ul style="list-style-type: none">• Recommended that Dr. Nixon approve the proposed 2008-09 College Goals and carry them forward for the Board's approval.• Recommended that Dr. Nixon approve the proposed Strategic Objectives.• Received proposed revisions to Policy 2432 - College President/CEO Succession.• Completed the Goals and Progress Report.• Completed the annual review of the President's Advisory Council.
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