

President's Advisory Group
Tuesday, May 28, 2019
2:00 –4:00 pm, Sam Karas Room
Minutes

Members:			
✓	Luz Aguirre (Classified)	✓	Jon Knolle (Dean of Instruction)
✓	Suzanne Ammons (minutes, resource)	✓	Eric Maximoff (Classified)
✓	Grace Anongchanya (Faculty)	✓	Larry Walker (VP Student Services – Interim)
✓	Wendy Bates (Faculty)	✓	Stephanie Perkins (Tri-Chair, Classified)
✓	Lauren Blanchard (MPCTA Rep.)		Faculty (vacant)
✓	Diane Boynton (Tri-Chair, Faculty)	✓	Francisco Tostado (MSC)
✓	Heather Craig (Academic Senate President)		Walt Tribley (Tri-Chair Superintendent/President)
✓	David Martin (VP Administrative Services)		Faculty (vacant)
✓	Kevin Haskin (MPCSEA Rep.)		ASMPC Rep.
✓	Kiran Kamath (VP Academic Affairs)		ASMPC Rep.

Guests/Presenters: Kelly Fletes, Adria Gerard, Diego Espinosa, Cathryn Wilkinson, Rosaleen Ryan, Vince Van Joolen, Shawn Anderson, Jeannie Kim, Kayla Garcia,

2018-2019 Goals (✓ indicates goal to be discussed at this meeting)			
DONE	Respond to Accreditation recommendations.	(ongoing)	Identify HR and other staffing needs. ✓ 02-26-19, 5-14-19
	Respond to the new funding formula.	(ongoing)	Implement First Year Title V Grant. ✓ 11-13-18
(ongoing)	Expand Dual Enrollment programs. ✓ 2-12-19		Implement “Add Course” culture.
(in progress)	Develop the Education Master Plan in conjunction with Guided Pathways. ✓ 12-11-18	(in progress)	Ensure the completion of a degree audit system. ✓ 11-27-18
	Improve Title IX management/campus safety.		Explore cloud-based alternatives to an ERP.
(ongoing)	Enhance marketing efforts, including the promotion of the MPC Promise. ✓ 11-27-18		

Item	Topic / Discussion / Comments	Action / Recommendation
1.	Welcome – members welcomed.	
2.	Campus community comments: <ul style="list-style-type: none"> • The EOPS celebration of last Friday evening was a very well attended and enjoyable event. • The Theater staff are making every effort to accommodate campus requests for use of their facilities amidst a time of transition for the department. • Facilities and Custodial staff are to be highly commended for making all the facilities look clean and ready for the multiple graduation and end of the year ceremonies. • Appreciation goes out to Human Resources and Administration for the special activities conducted in celebration of Classified Appreciation Week. • Student Financial Services –Outreach requests are already coming in for 2019-20. 	Recognition of college events, needs, concerns
3.	Approval of May 28, 2019 Agenda - Stephanie Perkins noted the addition of one agenda item “CSC I in TRIO”, a straight replacement.	Approval with addition.
4.	Approval of minutes: a) May 14, 2019	Approval by consensus

<p>5.</p>	<p>Guided Pathways- Jeannie Kim provided a recap of her final Guide Pathways update for the semester and reported on the progress in two time frames with the following:</p> <ul style="list-style-type: none"> • Team 1 – collected 118 survey responses and in depth feedback from 28 participants in three student conversation sessions during Join the Pack Day. Elements of this data set will be applied to an indicator on Team 2s first Key Performance Indicator (KPI) report. • Team 2 has established indicators for this report and will be reviewing it next week in time to finalize the report by end of June. • Team 3 has made it recommendations regarding integration of the Guided Pathways into our EMP (Education Master Plan) to the PRIE Committee which provided feedback at their last meeting. The final draft of recommendations will be delivered at the next PRIE Cmte. • Team 4 – has completed inquiry and began drafting a formal communication plan, organized by the communication within the campus’s governance structure, the campus community as a whole and the public including our K-12 and university partners. Team 4 plans to meet over the summer to focus on the Strategic Marketing Plan. • Team 5 – has finalized revisions to the program map template and established a formal process for drafting, review, and completion. Progress has slowed to better ensure that the process is clear and sound. Steady progress continues toward completion of our 2 year ADT sample program maps. <p>Jeanine reported on work planned over the summer as well as the Leadership Teams work on creating a proposal for the next phase of GP for the 2019-20 academic year, completing work on the GP website and revising the draft of our Scale of Adoption Assessment, due to the CCCC on Sept. 30. This report will shared with the governance groups in September.</p>	
<p>6</p>	<p>CA College Promise Grant (CCPG) Francisco provided an overview of the Requirements, Awards and 2019-20 Updates with the following additional information:</p> <ul style="list-style-type: none"> • The first 4 Requirements (Complete FAFSA or CA Dream Act application, be a high Sschool or adult school graduate, first time college student, enrollment in 12 units or more) are CCCC mandates, and the last 2 Requirements (Select an Educational Goal to earn certificate, associate’s degree or transfer) are not mandated by the CCCC, however, are what most colleges are doing. • The District will make adjustments to the funds to impact the most students and ensure alignment with Guided Pathways, Vision for Success, Dual Enrollment and HSI. • Faculty are reminded to encourage students to complete the FAFSA applicant as many are eligible, but have not applied and therefor will not receive it. • The approximate \$227K awarded in 2018-19 must be spent by June 30, 2020. • Awards are no longer restricted to in-district students; those who applied but were not awarded under the previous criteria will be issued refunds. 	
<p>7.</p>	<p>Student Equity Plan -Lakisha Bradley provided an overview and following key points:</p> <p>History</p> <ul style="list-style-type: none"> • The SE Plan must be updated every 3 year; we must now create the 2019-22 SE Plan. • The most recent versions (beginning in 2014-15), have had funding tied to them and required integration with existing institution-wide planning efforts and program activities, • In 2015-16 –the CCCC directed schools to complete a second plan following a different template in order to develop clearer expectations throughout the system. • 2017-18 – Realizing several similarities between some existing programs on campus (BSI, SE and 3SP) the requirement was for an Integrated Plan. • 2017-19 – Student Success Metrics organized around common goals. • 2018-19- The baseline year used is 2017-18. Plan is due June 30, 2019, and a 90 day extension was requested. <p>Process and Timeline – The Draft will be written over summer 2019, finalizing goals and activities. In September the Draft will be presented through the participatory governance bodies and the final plan will be submitted to the CCCC.</p> <p>Student Equity Metrics for Access, Course Completion, ESL & Basic Skills Completion,</p>	

	<p>Degree/Certificate Completion and Transfer were explained.</p> <p>The NOVA system is used to report information to and receive information from the CCCC regarding disproportionately impacted population groups. The Disproportionate Impact table showing Minimum Equity and Full Equity gaps was explained along with the goals and the supporting activities to improve the percentages.</p> <p>Lakisha asked members to review the Student Equity Activity Development Cross Walk and various activities (broad rather than specific where possible) for inclusion in the Plan.</p> <p>Members discussed other fund resources to address professional development and the importance of including Integrated Planning and Assessment as the institution moves forward in developing its mid term report due in May 2020.</p>	
<p>8.</p>	<p>HSI –RST Update-Diego Espinoza explained the Ready, Set, Transfer grant as a comprehensive partnership project with fellow HIS, CSUMB that will expand institutional capacity to significantly increase transfer and degree completion with emphasis on narrowing the performance and outcome gaps among Hispanic and underrepresented students. He provided an update on the HSI Grant with a review of the Components 1-3, Project Objectives, Implementation Dates, Annual Awards, Project Staff (MPC & CSUMB), Strategies (from Transfer Prep Coaching to Post Transfer Support) and Project Timeline.</p> <p>Kelly Fletes presented on the MPC Jumpstart Summer Bridge program designed to help 1st year college students success by building critical skills in preparation for college in the fall. Recent recruitment and outreach efforts for incoming high school students resulted in approximately 142 high school students that are now signed up. She reviewed the 2 week Summer Bridge program’s four options (1) SCORE, (@) Step Up 2 Teach, (3) Undocu-Lobos, and (4) English Language Acceleration for Communities in Excellence program.</p> <p>The Teacher in Preparation Program created in partnership with CSUMB provides a pathway from the MPC AA-T Elementary Education program to CSUMB.</p> <p>MPC continues to build partnerships with the community through programs with the high schools, workforce development, and CSUMB. Examples of partnership activities with CSUMB include:</p> <ul style="list-style-type: none"> • CSUMB participants at MPC’s Transfer Academy to support MPC students looking to transfer to CSUMB. • Service Learning Department – CSUMB graduates will use their learning experiences to do their Service Learning hours here at MPC to help MPC students to succeed. <p>Diego explained current efforts and need for access to bilingual tutors and need for peer-to peer mentorship. Discussion followed relative to communicating and coordinating with Academic Senate where appropriate as it pertains to this matter.</p> <p>The Transfer Center will open in July.</p>	
<p>9.</p>	<p>Positions New</p> <p>a) Chief Human Resources & Employee Relations Officer (District Comparison chart) (HR Org Structure Comparison)</p> <p>David presented the revised CHR & ERO position as also presented at the last PAG meeting. The Job Announcement “Job Bulletin” containing the Example of Duties, Qualifications, etc. reflects the duties of the current Associate Dean position, Salary and the removal of the <i>5% stipend for service on each district negotiations team. Job Duty- #18 on page 2 will become part of the new job’s duties.</i> Next steps include this information as going to the June Board, followed by review by the hiring committee likely in fall. The Job Bulletin (job description) was included in the Presiden’t May Board report as Information.</p> <p>Straight Replacement:</p> <p>a) ARC Instr. Tech Spec. – Larry reported on this straight replacement position.</p>	

	<p>b) Ceramics Studio Specialist –Kiran reported on this straight replacement position.</p> <p>c) CSC, 1 TRIO SSS – Grace reported on this recent replacement request. Although the official start date is not until September, replacing the position sooner to allow for overlap training time with the incumbent is ideal. Currently, funding will support this overlapping time.</p>	
10.	Summary of Actions/Assignment of Tasks -Tri Chairs – No Action items.	
11.	<p>Next meeting (June 11) Adjournment - Diane Boynton</p> <p>A member requested a future PAG agenda include pursuit of a bond in 2020.</p>	