

President's Advisory Group
Tuesday, May 14, 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.)		ASMP Rep.
✓	Kiran Kamath (VP Academic Affairs)		ASMP Rep.

Guests: Luke Spence, Jamie Dagdigian, Diego Espinoza, Kelly Fletes, Shawn Anderson, Lyndon Schutzler, Nancy Morales, Rosaleen Ryan, Lakisha Bradley, Adria Gerard, Judy Cutting, Cathryn Wilkinson,

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, presenters and visitors welcomed.	
2.	<p>Campus community comments</p> <ul style="list-style-type: none"> • Diane conveyed a “Thank You” to David and the Facilities staff on behalf of a student for the prompt action taken to remove a tree hazard. • UB and MSUB Recognition Ceremony 5/16, at 5:30 at the Lecture Forum • TRIO SSS is 5/17, for the graduating transfer students and students who have earned the Dean’s List; the first scholarships will also be awarded to recipients. • Recognition was given to the Facilities and Grounds crew for their hard work in preparing for the many upcoming graduation and recognition ceremonies and for all the work in preparing the GC Bldg for the HIS-RST Center. 	Recognition of college events, needs, concerns
3.	Approval of May 14, 2019 Agenda – Item #6 –Student Services Reorganization, will be moved to follow the Approval of the Minutes as Dr. Tribley needs to leave early.	Approval
4.	<p>Approval of minutes:</p> <p>a) April 23, 2019 -</p>	Approval by consensus.

<p>5.</p>	<p>Positions Replacement with modifications: a) Chief Human Resources & Employee Relations Officer plus JD Comparison-Local Districts Dr. Tribley provided an overview of earlier attempts to recruit for this position vacated nearly a year ago. He underscored the critical roles to be carried out by this position and commended the good work of the current staff. This item will return to PAG and is intended to go to the June Board meeting.</p> <p>David provided a JD comparison of the 4 districts (MPC, Cabrillo, Gavilan and Hartnell) which illustrates the 29 functions in the job descriptions of the districts’ Human Resources Lead position. Many of the functions are the same for all district’s with the exception of Cabrillo where the HR lead does not serve as the Title IX Coordinator, nor plan, advise and chair the EEO Advisory Committee meetings. The job description for the MPC’s Chief Human Resource & Employee Relations Officer is unchanged from when last filled. The only function included in the other districts’ job functions that will need to be included in the MPC’s HR Lead position is <i>“Initiating and developing plans and activities for external funding and future forecasting for department and college needs.”</i></p> <p>David invited questions. Members questioned whether it is appropriate or industry standard to include a paid stipend for service on negotiation teams.</p> <p>Straight Replacement: Dr. Vince Van Joolen reviewed the positions. a) Lab Manager – Life Science – b) DOM – Physical Science</p>	
<p>6.</p>	<p>Student Services Reorganization – Dr. Tribley provided a handout “Rationale – Student Services Administrative Reorganization” and opened the discussion before inviting Larry to provide additional information. He reported that the reorganization is position and cost neutral. The reorganization will result in two positions that will be open for competitive application and hiring.</p> <p>Larry reviewed the components of the reorganization using the comparative existing structure and the draft reorganizational structure. He emphasized the need to provide more guidance and support at the program and department level especially given the multiple new initiatives and grant funding opportunities. The reorganization will support a better balance in the administrative responsibilities to allow more direct student contact by faculty and staff and support collaboration between similar programs and services.</p> <p>Dr. Tribley reported on plans to fill the Vice President, Student Service with Larry Walker and the Director, of the Marina Education Center with Lakisha Bradley, resulting in two dean positions for which recruitment efforts will be implemented.</p> <p>Members commented and asked questions. Clarification was provided. The reorganization proposal was reviewed by Cabinet, Student Services Management Team and SSAG.</p>	
<p>7.</p>	<p>Vision for Success Rosaleen Ryan provided a brief recap of the presentation given on 4/23 which has not changed in content. The CCCCCO has established a vision for the system which arose from a recognition of the good work that the system was doing (over 2 M students served) as well as acknowledging where improvement could be made (increasing attainment of students’ goals through degrees, transfer and securing living wage jobs). Rosaleen revisited the five goals and provided an update on bringing the Vision to the District’s various participatory groups with the goal of submitting the Vision to the CCCCCO by 5/31/19.</p> <p>Member comments and questions included:</p> <ul style="list-style-type: none"> • The pursuit of the systemwide goals while maintaining academic rigor. • The “not-economically disadvantaged” – this group (appears in the Completion and Transfer goals) is one that emerged during the work to identify equity gaps and groups that are disproportionately impacted. How do we determine how to direct resources where a group exists whose student characteristics cannot be identified? 	

<p>8.</p>	<p>Program Reviews:</p> <p>Physical Science Program Review -Luke Spence provided an Executive Summary of the completed 6 year program review cycle for Physical Science. The review included the following key points:</p> <ul style="list-style-type: none"> • Enrollments at MPC have been declining; PS course enrollments are holding fairly steady. • FTES by department shows slight decline except in Geology. • Demographics- increasing number of Hispanic students, mirroring overall trend at MPC. • Associate degrees (Astronomy, Chemistry, Engineering, Geology, Oceanography) and AS-Ts (Geology, Math, Physics) have increased since 2013-14; • Highlights and Success Stories – STEM CEL started in 2015 to provide much needed science tutoring to a growing number of students with proven success • Future challenge – AB705 changes – how will courses be scheduled to best support students as well as providing adequate lab support. • STEM CEL has secured a shared space on the 1st floor of the LTC as its new location. STEM Cel is on a year to year funding and currently funded only through June. Note: Science courses are rigorous and typically have lower success rates than courses at MPC as a whole. This underscores how critical Support is especially for the underrepresented student groups. • Summer enrollments in PS reflect peaks in enrollment and should be examined for growth opportunities. <p>Creative Arts Program Review Jamie Dagdigian provided an Executive Summary of the Program Review for this area which is composed of three Departments: Music, Theater Arts, and Art. The review included the following key points:</p> <ul style="list-style-type: none"> • 5 year aggregate course enrollment for Creative Arts reflects a slight decline attributable to repeatability restrictions which began in Fall 2014. • Reliance upon one full time faculty member to support certain Departments presents many challenges. • Retention and success trends since 2013 reflect peaks in Summer (as seen across all Divisions) and overall retention and success rates are above the institutional set standard for course success of 69.7%. • A sample data disaggregation showed a comparison of retention and success rates for White and Hispanic students. Comparisons like this reveal gaps that may need to be discussed • Educational Goals by Headcount – 50.2% students who enrolled in one or more Creative Arts courses declared their intent to pursue a degree or transfer. Degree and Certificates awards for Creative Arts reflect much lower numbers. Faculty are looking forward to being able to compare students with goals related to declared majors in the Creative Arts to get a better idea of the relationship. Regardless, this may be an area of for improvement, especially as it relates to the new funding model. • Changes- net decrease of 5 full time faculty and 1 classified employees in the last 5 years, new directives such as elimination of repeatability and the issue surrounding having adequate facilities(Music Building) necessary to support the Division have impacted the Division. • Sample Student Success Highlights included transfers, graduations to highly regarded universities and institutes and employment as well as exhibitions, performance and numerous scholarship awards. <p>Jamie reviewed challenges and opportunities and offered an important message on how powerful the Visual and Performing Arts are in helping students in other disciplines develop visual and spatial skills essential in solving problems and acquire develop job skills in many career fields. In closing, he underscored that Student Success is at the center of all efforts.</p>	
<p>9.</p>	<p>Student Equity Plan-Lakisha Bradley- <i>Deferred to next meeting due to time constraint.</i></p>	

10.	HSI –RST Update -Diego Espinoza / Kelly Fletes - <i>Deferred to next meeting due to time constraint.</i>	
11.	Summary of Actions/Assignment of Tasks -Tri Chairs:	
12.	Next meeting 5/28, (June?) Adjournment – Meeting adjourned at 4pm.	