



MT. SAN ANTONIO COLLEGE

PRESIDENT’S ADVISORY COUNCIL

MINUTES

November 10, 2021

Location: 4-2440		Time: 3:00–4:30 p.m.	
Council Members:			
<input checked="" type="checkbox"/> Bill Scroggins, Chair	<input checked="" type="checkbox"/> Kristina Allende	<input checked="" type="checkbox"/> Tamra Horton	<input checked="" type="checkbox"/> Juan Mendoza
<input checked="" type="checkbox"/> Madelyn Arballo	<input checked="" type="checkbox"/> Kelly Rivera	<input checked="" type="checkbox"/> Robert Stubbe	<input type="checkbox"/> Valerie Menna
<input checked="" type="checkbox"/> Koji Uesugi	<input checked="" type="checkbox"/> Lance Heard	<input checked="" type="checkbox"/> Johnny Armedaris	
<input checked="" type="checkbox"/> Rosa Royce	<input checked="" type="checkbox"/> Chisa Uyeki	<input type="checkbox"/> John Lewallen	
<input checked="" type="checkbox"/> Jean Metter	<input checked="" type="checkbox"/> Emily Woolery	<input checked="" type="checkbox"/> Carol Nelson	<input checked="" type="checkbox"/> Brigitte Hebert (Notes)

1. Review of November 10, 2021 and November 17, 2021 Meeting Notes

Approved, as written.

2. Professional Development Council (PDC) Update

Lianne Greenlee reported that this committee has met since their last meeting.

- The Mt. SAC Employee Counseling Center (ECC) is now open to serve employee needs
- One Book, One Campus is a joint project with the Title V Grant. The campus voted and has chosen *Kindred*, by Octavia E. Butler, for its 2021-2022 selection. Dr. Mica Stewart, Title V Faculty Equity Certification and Professional Development Coordinator, is leading a Fall 2021 faculty reading group.
- Emergency Preparedness Month took place in October. In collaboration with Risk Management, a newly developed Emergency Management 101 course was offered.
- Proposals for Spring 2022 FLEX Day are currently being accepted.
- The Fall 2021 faculty cohort for Embedding Sustainability into Your Curriculum finished in October, with 8 faculty members committing to introducing at least one of the three pillars of sustainability (economic viability, environmental protection, and social equity) to their students. Mt. SAC now has 18 Leaf Course certified faculty.
- The Transfer Symposium: *Championing Transfer Success for Mt. SAC Students* successfully created a space for conversation about transfer as a pathway to equity in education. 85 staff, faculty, and managers participated in this event
- The Classified Professional Development Council (CPDC) has received California Community College Chancellor's Office (CCCCO) funds to support professional development for classified employees, including Classified and Confidential Staff, and Classified Managers.
- The Great Staff Retreat will be a two-day "local retreat" held January 20-21, 2022 at Kellogg West Cal Poly Pomona.
- The Manager PEAK Leadership Retreat is planned for January 6-7, 2022

- Applications for POD Conference and Travel for both online and in-person modalities are being accepted.

(see BoardDocs attachment for further details)

3. Accreditation Steering Committee (ASC) Update

Barbara Mezaki and Kristina Allende reported that this committee has met since their last meeting.

- We held a very successful "Kick Off" with Gohar which was well attended. Their Follow-up meeting was very successful.
- ASC has updated the timeline and adding a goal "Building our Knowledge Base".
- A "Crosswalk" was shared that shows the connection between EFMP Themes, Strategic Plan Goals, and ACCJC Standards.

(see BoardDocs attachment for further details)

4. Information Technology Advisory Committee (ITAC) Update

Anthony Moore reported that this committee has met since their last meeting.

- Updates made to AP 3270 were reviewed and incorporated some changes, in particularly around email retention period.
- Faculty is experiencing sharing documents thorough One-Drive. There was discussion that items can be "read only", and all documents need to be monitored for sensitive information. All shared documents are removed after four months.
- An evaluation committee would be put together to review three potential vendors (Wepa, Papercut, and EPrint) in solving the issue of student pay-to-print solution.

5. Overall Campus Equity Update

- The AMAC workgroup, which is focusing on improving equity in faculty hiring, will have some great suggestions soon.
- Chisa Uyeki attended the Equity-minded Hiring Principles and Practices webinar put on by ASCCC and the Association of Chief Human Resource Officers (ACHRO).
- Rosa Royce attended the Emotional Intelligence Workshop and highly recommends it.

6. Purpose and Function Statements and Committee Goals

The following was approved:

- President's Advisory Council – Committee Goals and Progress Report

7. BP/AP 3410 – Prohibition of Discrimination (info item)

This BP/AP was presented for information.

The BP/AP will be presented to the Board for information.

8. Campus Smoking Policy

There was discussion to add the following to the workgroup:

- Executive Management - TBD
- K.C. Kranz
- Jean Metter
- Karen Marston
- An individual that smokes

9. Log Review (Scroggins)

PAC Queue (3)

- BP 2431 – CEO Selection
- AP 2712 – Conflict of Interest
- AP 3900 – Freedom of Expression (5.12.21 Workgroup [Rivera, Woolery, Stubbe, Uesugi] to review AS recommendations)(9.22.21 student representation will be added)

AS Queue (2)

- BP 4100 - Graduation Requirement for Degrees and Certificates (active)
- AP 4285 - Credit for Extra-Institutional Learning (active)

HR Queue (6)

- BP/AP 3430 - Prohibition of Harassment (per PAC of 5.13.20, return to HR)
- AP 3435 - Discrimination and Harassment Investigation (per PAC of 5.13.20, return to HR)
- BP/AP 3540 - Sexual Assaults on Campus (per PAC of 5.13.20, return to HR)
- AP 7122 – Recruitment and Hiring – Management Employees

10. Other

FUTURE MEETINGS:

November 17, 2021 – Expanded PAC

November 24, 2021 – Canceled

December 8, 2021