

**Wednesday, October 31, 2018**

**President's Advisory Cabinet**

**Locations: RC PCR / MCCC AM114 -A /OCCCC 6**

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| **1. Opening Items** | **In attendance:** Donna Berry, Melanie Highfill, David Clark, Janice Offenbach, Renee Craig-Marius, Dale van Dam, Ganesan Srinivasan, Leticia Canales, Shelly Conner, Claudia Habib, George Takata, Gary Sakaguchi, Shannon Solis, Todd Davis, Marie Harris, Darin Soukup.  **Guest(s):** Kurt Piland |
| 1.1 Around the Table (one-minute)...All | **Melanie**: as many of you know, AS has been working to roll out ESM; all of division C is on ESM. The plan at minimum is to have all areas ordering from office depot by the end of this month.  **David**: Ditto; Pam Gilmore is very pleased with the new system.  **Janice**: Pass  **Renee**: Monday T2 met for the 1/2 Workshop; received great feedback. Started out with grounding and equity. Spending time looking at the meta-major buckets and working to get this information out to the campus. There was a discussion on the design AKA Dream Teams in terms of the six areas of focus. The groups got together and developed a 90 day action plan. Finally, there was some discussion about CORE team and transformation team structure and process and what needs to be done in terms of communication and PD.  **Dale**: had a great experience in Bakersfield working through the accreditation standards. Last week attended the CIO conference and the hot topics were GP, Ab 707, the new funding formula and equity. The January 1 is the deadline for the districts to commit to align their Strategic Plans with the CCCCO Vision for Success.  **Darin**: OCCC has the Trunk and Treat tonight and on November 8th there is a community forum.  **Claudia**: The IEPI Visit was fantastic, cannot wait to hear the report. The ER report goes for second read in November; Gregory and the writing team is reviewing the document to make sure that the evidence is in order. Will be attending the Hispanic Central Valley Chamber of Commerce mixer tomorrow. Maddie has been really busy working every weekend; last Saturday she attended the Heart Walk by the American Heart Association, she has been asked to interview at a radio station.  **Ganesan**: last week attended the national science foundation meeting in Washington, DC, with four MCCC Ag students.  **Leticia**: have been quite busy doing evaluations and classroom visitations. Have been working on reg-to-go approach for feeder schools; counselors are coming up with different models that will be presented to the outreach folks. Working to promote student engagement. Paul Torres has been a tremendous help in bringing this engagement to MCCC.  **Shelly**: Have been working with accreditation activities and writing the standards. Have quite a few faculty that are in their first or second semester. Appreciate and enjoyed all of the activates in the quad this week.  **George**: Starting with Maddie, attended the new housing development in Madera County with Leticia, Claudia, and Paul Torres. Maddie was able to take a photo of a map that read "Madera Community College," which was kind of foreshadowing. The football team is 8-0 and they have an opportunity to be in a bowl tournament.  **Shannon**: Shout out to George, the Ag Prep video turned out really nice. The RC LFM is presenting to the GP CORE team tomorrow to talk about the project and how it intersects with the some of the groups. Have also been holding evening counseling sessions, which have been going well. Anticipates to offer in the spring. Early Alert is going great. **Work with Kendelynn to bring in Michelle for an Early Alert workshop.**  Todd: Pass  Marie: Pass  Donna: Had a great Halloween costume contest today. |
| **2. Workshops** |  |
| 2.1 Central Valley Promise...Kurt Piland | Kurt was present to present information relative to the second annual CVP Kick-Off event on Friday, December 14th. Three districts will join us, DUSD, COJUSD and KCUSD; very similar to last year. There will be a pep rally in the gym, and campus tours. Next week Kurt will send out a volunteer signup sheet and will facilitate some training for the route of the tour. Projecting 1600 students this year. Will work with George to market the event. The STEM program is a big supporter of this event. They will provide some swag for the students.    In the spring, Sanger Unified 6th graders will be here starting in January through mid-March.    The CVP also pertains to MCCC and the ideas that Outreach has around Madera's unveiling. One of the successful pipelines is the k-12 outreach. A meeting took place two weeks ago; looking to use CVP as an opportunity to get out to the k-12 schools in Madera and get them excited about going to college in Madera.    In the spring the campus has Spring Extravaganza, Outreach is looking to use this opportunity as a kickoff event and get the students exposed to the college by promoting the *College going Culture* to the kids who are currently in school.    Melanie reported that she and Shannon met with Dr. Hioco on Monday to set aside some funds. Dr. Hioco will work with the CVCF to identify how much of those funds have been used. Shannon stated, Dr. Hioco is determined to find outreach funds for Madera and Kerman k-12s. |
| **3. Information Items** |  |
| 3.1 Academic Calendars 2020 through 2022 | The Academic Calendars were issued in Chancellor's Cabinet on Monday, please review them to see if there are any issues with them. They will be out for constituent review at the next communications council. |
| 3.2 Service Area, Programs and Dual Enrollment…Donna Berry | Many of you may have been aware of an issue that came about at a BOT meeting relative to CCC and FCC in regards to an MOU that FCC that was over in Riverpark. There was controversy over that because Riverpark in in CCC service area. Another area that seems to be escalating is Minarets, which is in Madera's territory. When the North Centers left and became Clovis there were not any discussions about service areas; so now, CCC is in Minarets, MCCC is in Minarets and now FCC is in Minarets.  Minarets reached out to CCC to teach a welding class, CCC does not have a welding program but they were considering starting a welding program.    In regards to Minarets, FCC has asked their folks to hold off. All in agreement that Welding should go to Madera in the spring.    There is still controversy between CCC and FCC in regards to FPU and offerings of English courses.    The presidents are trying to get together and propose to the district. This has been an ongoing conversation. Trying to develop solutions and come up with a model that will be a win-win for the k-12s and the colleges.    The other discussions that need to take place are relative to the programs that the colleges offer and Dual Enrollment to establish those boundaries. The ultimate goal should be serving the students wherever they are; due to the internal targets and goals this is why the colleges get territorial regarding their service areas. The overall goal is to work collaboratively as a district.    A discussion will be scheduled and will include the CTE Deans.   * Minarets * Welding * Program Offerings * Service Areas |
| 3.3 Evaluations…Donna Berry | We were able to obtain a list of the classified employees from the district. **Kendelynn will distribute the manager that is responsible for the evaluation and copy their direct supervisor.** This is a reminder that it is an accreditation issue and it needs to be done by our internal constituent review by May. |
| 3.4 11.07.18 DRAFT College Council Agenda | For your review attached is the DRAFT College Council agenda for next week's meeting. |
| **4. Discussion Items** |  |
| 4.1 2019-20 DRAFT HR Staffing Prioritization | At the last President's Advisory Cabinet HR Staffing meeting there were robust discussions that carried over to President's Cabinet this week. In the draft HR Staffing Prioritization, you will see the results that President's Cabinet has come up with to this point. What President's Cabinet did was look at the retirees and if these faculties retire we will most likely replace their discipline; they have been pulled out of the rankings.    Melanie confirmed with Sandi Edwards that George Cartwright and Michael Newton have been assigned an MCCC position number.    As far as potential new positions; a decision was made to support the district to hire a DBA. What you see is not the entire list of Classified positions, you only see what has been ranked at this time.    Based on the new funding formula, we do not know what will be allocated for classified positions.    Donna then referred to the attachment in Boarddocs.    **President's Advisory Cabinet suggested to Donna that the HR Staffing Plan is reviewed. Add HR Staffing Plan Process as a future agenda item.** |
| **5. Future Agenda Items** |  |
| 5.1 Review Department Chair & Division Rep. Release Time & Assignments...Donna Berry |  |
| 5.2 NOV. 14: Student Onboarding...Samerah Campbell, Brittany Needham & Paola Lopez |  |
| 5.3 Basic Skills / SEP / SSSP (SEA) Combined Funding...Melanie Highfill & Janice Offenbach |  |
| 5.4 Dual Enrollment Workshop |  |
| 5.5 Canvas, Blackboard, SharePoint, O365 |  |
| 5.6 eLumen, Starfish & Zogotech |  |

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