

**President's Advisory Cabinet**

**1:00 p.m.**

**In Attendance: Donna Berry, David Clark, Janice Offenbach, Dale van Dam, Ganesan Srinivasan, Claudia Habib, Leticia Canales, Shelly Conner, George Takata, Shannon Solis, Todd Davis, Marie Harris, Darin Soukup.**

**Absent: Gary Sakaguchi**

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| **1. Around the Table (one minute)** | **Donna:** As David mentioned, April 3 is the Ribbon Cutting for RMCHS, on April 10 the CFPA will host a press conference at the new site. Harold secured naming rights for the CFPA and Pete Peters has secured naming rights for the theatre. VFS will go to the board on April 2. Bill Stewart award nominees closes April 1. Also sent an email to the PE/Health faculty- recently changed the reporting structure. David Santesteban will no longer report to VPSS and will now report to Marie as of April 1st. **Marie:** April 27, celebrating the 10th annual STEM Conference. Continue to grow every year. Geography selection committee has sent forward their recommendations for final interviews. Soccer coach is still out right now. Strategic Driver update #2 is in the works and will have more information at a later date. **Todd:** Able to hire a PT librarian that will start next Tuesday. Currently have two searches going on at the moment: Comm and two positions for English. Received about 92 applications to review for the three vacancies. - A great problem to have. **Shannon:** VP Craig-Marius and herself attended a College Promise workshop where there were 17 colleges from throughout the state. It was a really good workshop. Hired a veterans adjunct counselor coordinator but will be able to set up a peer tutoring program at RC and MOR. - Lupe George. Dual Enrollment search committee interviews will take place next week. The *Heart of the Tiger Award* was awarded to the counseling department, they have also been working on their vision and how they would like to structure those around the GP framework. **George:** Working with Renee Delport for the press release for RMCHS ribbon cutting. Flight Science video is being edited at this time, two videos are being created; one in English and one in Spanish. Our Softball team beat FCC; swept them in a double header, 14th in the State. Men's Golf clinched the conference title. Drew is working with Gregory in Madera on their accreditation page. Also working on the Torch of Excellence programs. **Shelly:** Claudia did a really good job at the BOG meeting representing SCCCD very well, Chancellor Oakley was also a strong supporter. The proposal for SEM application was approved and MCCC will be sending 10 people at the end of May or the beginning of June. **Leticia:** Attended the veterans summit and conference last week, heard a lot of new ideas and the changes within the grants. Also attended the adult education retreat where they are looking to identify future goals and a three year plan within the consortium. **Claudia:** Thanked Donna and Kendelynn for their assistance with the final documents on the IEPI-PRT. Working on the new transition with the new president, Angel will be here next week for two days, he will meet with various constituent groups as well as OCCC and MO CCC followed by the Board retreat. **Ganesan:** Successful in hiring a Biology instructor. Business Administration is very close to making a decision and finished up the Geography interviews last week. **Dale:** As Claudia indicated, RC was also accepted into the SEM academy. Finishing up with faculty interviews, close to making a decision with Flight Science and should have Geography selected by the end of the week. **Renee:** As Claudia mentioned, she and Renee attended the CSSO conference earlier this week, the theme was *rewriting the student success narrative.* The focus is on disrupting the system in order for things to work for our students. Currently, there are 244 RC *RSVPs* and 71 for MCCC for commencement. **Janice:** Has been deep in equity lately working on the equity plan, moving forward, this time around there has been a lot more collaboration. There is a survey on canvas if you would like to help in developing the metrics. Right now the SEA plan is still in draft but hoping to finalize soon because we need to get it to the board soon. CCCCO VFS - equity, as we begin to dig in we have found there are issues across the state. **David:** This Saturday is our 52nd Ag Field Day. There are four hiring committees that are rolling. The Ribbon Cutting for RMCHS is next week, April 3. - Parking LOT F for horticulture has been the main entrance for the construction site - this should be noted being that we are having a ribbon cutting. It is an eye sore. Next week will be in Sacramento at a Deans meeting. **Darin:** Raining up in OCCC, things have been good. Had favorable press relative to the permanent site, receiving lots of invitations from service groups in town requesting status updates and presentations. Working with one of the local charter HS (Glacier High) has a new academic counselor and making headway with Dual Enrollment.  |
| **2. Information Items** | Donna noted that she met with SCCCD Chancellor's Cabinet this morning regarding the Ellucian Strategic Planning discussions that are scheduled today and tomorrow and asked those that are included in the conversations to be honest about how they are using colleague and its functions, but also the challenges and issues that we face. This could also be a good learning opportunity for colleague to look at their platform and see that colleges are changing.  Claudia briefly shared that the CCCCO BOG approved Madera to proceed college status at their meeting on March 18th.  |
| 2.1 Evaluation Meeting(s) | As promised, we have scheduled two meetings for PAC to be able to get together to get together to work on their evaluations. We should have a new list of evaluations by Monday, April 1. Donna suggested inviting other managers to this meeting so they could also work on their evaluations during this time.  |
| 2.2 Draft College Council Agenda | If there is anything else that needs to go through constituency review, we need to get it to College Council by April 3rd because there is essentially only two more AS meetings before the end of the semester. The other thing on the College Council agenda there are some BP/ARs, there are some that are going out as informational and some that are for review. The DW FMP is out as an informational item as well as the DW Tech Plan.  |
| **3. Discussion Items** |   |
| 3.1 Website | Donna brought this topic forward for an update to make sure that the persons identified to oversee specific pages. Donna feels that our website still needs to be a little more user friendly but also wants to see updated information. David shared, if Drew could provide a template for uniformity that would be great because right now it looks like 11 different departments working on one page. - formatting is critical. We hear a lot of inconsistencies in terms of what is allowed and what is not compared to what we see on our sister colleges' websites. Our website should be reviewed and updated at least once a week. (front page, calendar of events)Discussed accessible documents - The flyers that are created need to be created to be accessible electronically, not just appealing to the eye for hard copies. Darin suggested removing the OCCC branding for the time being because it is too hard for one web master to work on three pages. Consider Madera Community College Center at Avenue 12 and MCCC at Oakhurst.  |
| 3.2 Utilization of Space | Utilization of space has been an issue for us for a long time, we requested some time back that we get some help with expertise in terms of utilization of space. The FMP is essentially almost done, Donna and Melanie had an initial meeting with George Cummings and Bob Pethithome in February to identify what we have outgrown and what our needs are in terms of facilities. We know there is a lot of things we are aware of but there are a lot of things that we are not aware of, we need to capture our facilities' needs are globally. Get this information on a list so we can think about these things.  Within the next few months there will be a number of facilities that will come up and people are going to want to grab. Example, RMCHS is getting ready to move out in the next couple of weeks - people are going to want to use their office space that is going to free up; so, start thinking about this for a conversation that will take place at our April 10 PAC meeting.  |
| 3.3 Classified Professionals Leadership Class Applications | You will see the list of individuals that have been identified for this leadership class, there is only 16 people on the list and HR is hoping to have at least 20. Are there any others that we would like to add have them fill out the application, the application period has been extended until April 1st.  Let Kendelynn know if you will be submitting an application so Donna can be cognizant on Tuesday while discussing at Cabinet.  |
| **4. Workshops** |   |
| 4.1 RC Metric Comparison.....Janice Offenbach | The attachment contained in boarddocs reflects our programs, their metrics and how they tie into the SS metrics; using this data in our Student Equity Plan. The non-shaded areas are where we are not utilizing the metrics within the plan. The yellow shaded area is where we are utilizing the metrics within the plan. The conversation from here, where are we not using the metrics? We are working to align our goals with the VFS, there are other ways in using the SS metrics. Will be brought back to the next meeting on April 10.  |
| **5. Future Agenda Items** |  |
| 5.1 Space Utilization 4/10 PAC....... Melanie Highfill |   |
| 5.2 Cap / Load Ratios 04/10 PAC...VC Miktarian |   |
| 5.3 Basic Skills / SEP / SSSP (SEA) Combined Funding...Melanie Highfill & Janice Offenbach |   |
| 5.4 Internal Grants Process...Donna Berry |   |
| 5.5 eLumen, Starfish & Zogotech...Janice Offenbach |   |

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