General Notes

- The June CCC is a “themed” meeting, focused on shaping the future.
- The action plan formulated last CCC meeting about posting Foundation photos in the hallway of building 200 has not been forgotten but no opportunity to take photos has yet presented itself. Jane will take pictures at the next Foundation chapter meeting.
- Campus Communication Council will continue to be scheduled at 9 a.m. on the 2nd Tuesday of each month unless special circumstances require rescheduling.
- Morning huddle is open to all employees and is currently scheduled daily in the PCS area at 8:10 a.m. The huddle is designed to be an opportunity for identification of pragmatic issues and solutions, but BHC has also engaged in ongoing sharing of information that should be held in common.
- All shipping will be processed through the Production Center.

Old Business

- Management Reports (President’s Council/Dean’s Council/Management Council)
  - Crisis Management/Campus Safety – A new call center extension has been added for emergencies only. The numbers for the MCC Connect emergency phone are (928) 757-0866 (external) and 1166 (internal extension). This phone is for emergencies only! Please call 9-1-1 first if possible, then call the call center emergency line with the information to be disseminated to interested parties (students, new media, etc.) who might call for information.
  - Summer Bridge/Mobile App Design & Engineering Camps – Camps are in process. A special student showcase this is scheduled this Thursday from 10 until 2 in room 600, with some activities at 1 p.m.

New Business

- Common Ground III: Discussion of Campus Identity and Direction
  - Previous discussion items included the following:
    - Employees retain the collective capacity to significantly impact their work environment, certainly at a local level. How can employees take action to create the climate that will be most fulfilling and enjoyable? For discussion, some simplistic themes could include the following:
      - Be nice. Going behind demonstration of respect for each other, being nice extends the concept to include compassion and sensitivity.
      - Let’s talk. Conscientious, proactive communication—transparency—may minimize problems, increase organizational effectiveness, and aid common understanding.
      - Speak truth—the whole truth. The reasons for truthfulness will always trump the rationale for deception, secrecy, and lack of courage.
    - Discussion points included the following:
• Plan frequent activities designed to foster a positive spirit;
• Deliberately reset: take a deep breath, set the tone and expectations for year;
• Efforts to foster engagement and positivity will transfer to students;
• Collaborate to create an annual campus credo reminding all to focus on the desired outcome.
• Emphasis on practical positivity.
  o Open, “blue sky thinking” discussion was held, addressing the following questions: What should BHC look like and feel like to students? To employees? If we were to identify a single, wildly important goal for the campus community, what might it be?
    • Commentary included the following: BHC should be perceived a helpful bunch. Nice. Not a doctor’s office. Engage helpfully and meaningfully. Triage should help students while they are waiting during busy times, involving people in all departments. Increase camaraderie and connections with associate faculty. No more looking at associate faculty as a “lower class.” Encourage participation. Family friendly. Be warm and empathetic. Attention to the way in which we provide answers that may be unwelcome will result in more positive outcomes. Be gentle. Provide alternatives when the answer is negative. Provide support when a colleague is embroiled with a difficult person. Be a team. Solve problems rather than place blame. Use informational monitors to provide info, describe processes, etc. Lobby is too sterile. Interactive. Front desk responsibility is heavy: ask questions, call resources (people) to meet student needs. Informational papers filled out by students at the front desk may be used better. Improve student independence by providing more consistent training. Return registration computers in lobby. FAFSA computers not perceived by students as open for registration; adjust signage to computer room. Enlarge entrance to computer room. Put more stuff on walls: book cases/program flyer racks. Make the lobby a place where information flows to students. (Questions were posed about how students can schedule appointments—especially online.) Faculty assistance in advising would be wonderful. Information should be present in the lobby area about how to access email, log on to Schoology, etc. Library staff is currently available to help.
  o Answers to the question, “What do we need to change to fulfill our vision?” included the following comments:
    • College processes are not currently well understood by newer students. Request was made for clarification of admissions and registration processes. (Shawn Bristle will ask Jenna Dikes to review the process in huddle.) Students are supposed to get email confirming user name, password, but students report that they don’t receive it. There are general reports of a perceived absence of communication from the college to students. Changing assessment tests. Information held by staff is not standard. (Informational packets handed out at front desk were shared.) Cut down on work accomplished by advisors by taking care of it while the students wait or before they see the advisor. Website locations need to be intuitive. Video clips of programs should run on monitors. Use JTED/WAVE YouTube videos.

➤ Plans for Next Year –
  o Previous discussion included the following:
    • Make the Skills Fest event bigger and better.
    • Continue College Daze (Social media like Instagram and Facebook were very active about the event this year.)
    • Participate again in the College & Career Expo.
    • Continue the “Tobacco Free” activities, providing opportunities inter-professional collaboration and opportunities to develop student leadership skills.
    • Host a job fair sponsored by MCC.
    • Continue the electronics recycling drive.
    • Look at ways to expand community service with MCC Cares
      • Enthusiasm was expressed about designing an MCC Cares shirt to be purchased by employees (Could be a Foundation fundraiser.) The strong group consensus was that shirts needed to be very nice and professional in appearance—not T-shirts.
- Dean Bristle requested information about additional topics to be included in campus year-end report.
- The question was raised about whether it was possible to establish a formalized way to bypass the call center when calling from off-campus.

○ Calendar Items for Review (Many suggested items are extremely tentative.). Please review and share your thoughts and suggestions.
  - Thursday, 6/18/15 – SAC Meeting, 4 p.m., room 210; SAC Outdoor Movie Night (Cinderella) 8 p.m.
  - June 26, 3 – 7 p.m. – Employee BBQ, Clubhouse & Pool at Los Lagos development
  - Thursday, 7/2/15 – campus closed in observance of Independence Day
  - 7/17/15-7/22/15 – AZ CTE Conference
  - 7/27/15-7/30/15 – proposed Summer Bridge Camp for high school (Sophomore through Senior) students who have not yet tested into college-level courses
  - Monday, 8/3/15 – new faculty report
  - Monday, 8/10/15 – all faculty report
  - Tuesday, 8/11/15 – campus vision meeting (taking place of CCC), introductions, and team-building, 10:30, room 600; Schoology training, 11:30, location TBA (perhaps additional times)
  - Wednesday, 8/12/15 – All Faculty Orientation, 5-9:50, room 600
  - Friday, 8/14/15 – employee potluck, 11-1, room 600
  - Monday, 8/24/15 – Fall classes start
  - Wednesday, 8/26/15 – SAC Welcome Back BBQ (hamburgers, etc.), 11 a.m. – 2 p.m., Bldg 600 Breezeway
  - Friday, 8/28/15 – SAC Outdoor Movie Night (Avengers: Age of Ultron), 7:30 p.m.
  - Month of September, 2015 – regular schedule of monthly Coffee with Colleagues sessions begins (Friday over lunch hour?)
  - Tuesday, 9/1/15 – All Staff Day, additional info TBA
  - Monday, 9/7/15 – campus closed in observance of Labor Day
  - Friday, 9/11/15 – SAC Outdoor Movie Night (Pitch Perfect 2), 7:30 p.m.
  - Friday, 9/25/15 – SAC Outdoor Movie Night (Inside Out), 7:30 p.m.
  - Months of October/November, 2015 – Parent Night Outreach meetings scheduled at area high schools, focused on “Why college? Why MCC?”
  - Friday, 10/2/15 – SAC Outdoor Movie Night (Jurassic World), 7:00 p.m.
  - 10/8/15 – 10/10/15 – NCK Welding Thunder Competition & Car Show
  - Friday, 10/16/15 – SAC Outdoor Movie Night (Beetlejuice), 7 p.m.
  - Saturday, 10/24/15 – Rat Rods/SAC Show’n Shine Car Show Event, 9 a.m. – 1 p.m. (Other programs?)
  - Friday, 10/30/15 – Pumpkinstaf, 5 – 8 p.m.
  - 1st week of November – Day of the Dead Art Show?
  - Friday, 11/6/15 – SAC Outdoor Movie Night (Minions), 7 p.m.
  - Wednesday, 11/11/15 – campus closed in observance of Veteran’s Day
  - Thursday & Friday, 11/26 & 11/27/15 – campus closed for Thanksgiving holiday
  - Saturday, 11/28/15 – campus open
  - Friday, 12/4/15 – BHC Boom Box Parade
  - Friday, 12/11/15 – last day of Fall classes; VOR Christmas Gala, 7 p.m., Aquarius Ballroom
  - Wednesday, 12/16/15 – employee holiday luncheon, 2 – 5 p.m.
  - Thursday, 12/17/15 – LATTE event
  - Friday, 12/18/15 – SAC/Foundation MCC Shines event (How the Grinch Stole Christmas showing), 5-8
  - Thursday & Friday, 12/24 & 12/25/2015 – campus closed holiday
  - Thursday, 12/31/15 & Friday, 1/1/16 – campus closed for holiday
  - Monday, 1/11/16 – faculty return
  - Wednesday, 1/13/16 – All Faculty Orientation, 5 – 9 p.m.
  - Monday, 1/18/16 – campus closed in observance of Martin Luther King Day
  - Tuesday, 1/19/16 – 1st day of Spring classes
  - Friday, 2/12/16 – “As Formal as You Dare” employee luncheon, more info TBA
  - Monday, 2/15/16 – campus closed in observance of Presidents Day
  - 1st week of March, 2016 (3/2?) – College & Career Expo at Mojave Crossing ??
Monday through Friday, 3/14-3/18/16 – campus closed for spring break
Saturday, 3/19/16 – campus open
Thursday, 4/7/16 – Quiz Bowl/CTE Skills Challenge high school competitions (morning); SAC College Daze, noon – 2 p.m.
Monday, 5/9/16 – last day of spring classes
Friday, 5/13/16 - Commencement

One Minute Reports:
- Instruction, Jennifer Woolston – The English portion of the placement exam is under revision and review. Please promote attendance of Schoology training sessions. (See Jennifer’s emails for dates.)
- CTE, Jason Gee – A group just returned from a competency based education (CBE) conference. The ASE program is tentatively scheduled to implement CBE-based curriculum in January, 2016. The potential is extremely positive, and ASE is believed to be the harbinger of similar changes across many programs in the future.
- Recruiting, Ashleigh Miller – No report.
- Student Services, Rachel Burton – Things are going well, and Student Services is anticipating a strong and positive student response for fall.
- Library, Imelda – Hours 8-6, M-R. Sara Brandel’s last day is June 25.
- Faculty Council, Joy Greco – The faculty were grateful to see a raise approved by the Governing Board.
- Student Life, Jane McCormack – See schedule of events above. The live-action Cinderella movie will be presented next week.
- IT, Josh Walters – No report.
- Facilities, Dan Worden – Energy saving initiatives have been successful. Comparing May, 2014 to May, 2015, the campus reduced electrical usage by 21,000 kilowatts, resulting in savings of approximately $4,000. The 200 restroom project is moving ahead and on track for completion in early August.

Roundtable
Jane McCormack – Kim Jones may be reached directly by dialing (928) 704-5088.

Announcements – No announcements.

Important Dates
6/9/15 – Withdrawal period starts for 8-week courses
6/22/15 – Last day of first 5-week courses
6/25/15 – Start of second 5-week courses/Drop week starts for second 5-week courses/Grades due for first 5-week courses
6/26/15, 3 – 7 p.m. – Employee BBQ Clubhouse & Pool at Los Lagos development
7/2 – 7/3 – College Closed, Independence Day holiday
7/6 – Drop week ends for second 5-week courses
7/7 – Withdrawal period starts for second 5-week courses
7/9 – Withdrawal period ends for 8-week courses
7/16 – Withdrawal period ends for 11-week courses
7/23 – Last day of 8-week courses/Withdrawal period ends for second 5-week courses
7/27 – Start of 5-day work week
7/29 – Grades due for 8-week courses
7/30 - Last day of 11- and second 5-week courses
8/4 – Grades due for 11- and second 5-week courses

Adjournment: The meeting was adjourned at 10:00