

IMPROVING LIVES. IMPROVING COMMUNITIES.

*MCC serves our communities, empowering students to succeed through innovative pathways and quality education.*

**Date: Tuesday December 1, 2020**

**Time: 2:00 p.m.**

**Location: <https://mohave.zoom.us/j/>**

## 1. Announcements

- Chief Human Resources Officer Jennie Dixon announced that the Employee Engagement Survey had been launched. Response rate is currently 29%.

## 2. President's Report (Klippenstein)

### A. Pandemic Response Team Report (D. Bristle, F. Gilbert)

One hospital's report of the last week: 30% Positivity rate from weekend ER visits, 17 of 20 isolation beds full, \*Staffing Concerns-Increasing numbers of hospital staff have tested positive, Department of Health and Human services providing support through tele-medicine-Physicians and RNs.

The Pandemic Response Team is recommending the following:

- On-campus Student Services and all other college operations with the exception of facilities move to remote services beginning Dec. 14 to continue until transmission levels drop to the moderate level.
- During the spring semester MCC will continue the instructional procedures that were followed during the fall semester.
- Courses will be in a remote or online format with only essential labs on-ground (essential meaning they cannot accomplish the learning outcomes remotely).
- During this time, only employees who have approval from the campus dean, via a request through their supervisor, will be permitted to be on-campus.

### B. CARES ACT (S. Marbury & A. Masterson)

### C. HLC (D. Bristle)

Multi-Location Visit (Dates to be determined)

MCC will have an HLC Multi-Location visit this spring. During the Multi-location Visit, a single peer reviewer will visit a representative sample of an institution's additional locations. The following additional locations have been selected to be visited:

1. Kingman High School, Kingman Unified School District, 4182 N Bank Street, Kingman, AZ 86409
2. Mohave Accelerated Learning Center, 25 Marina Blvd, Bullhead City, AZ 86442
3. Western Arizona Law Enforcement Training Academy, 1081 Highway 95, Lake Havasu City, AZ 86406

### During the Visit

The visit to each additional location is typically four to five hours in length, depending on the complexity of the location and the availability of students and faculty members. The Multi-Location Visit typically begins with a conference call with the main campus administrators responsible for coordinating the educational programs at the main campus with similar activities at the additional location. The peer reviewer will also interview the location administrator as well as academic leaders, if there are such individuals, and will want to speak with some faculty and students. The peer reviewer will meet or confer by phone with:

- The dean, director or administrator with overall responsibility for the management of the additional location
- The individual(s) at the home campus who are responsible for quality control at the additional location and for ensuring consistency between the location's academic contents and that of the home campus
- The dean, director or other person responsible for academic quality at the additional location
- The dean, director or other person responsible for student services at the additional location
- The individual(s) responsible for library services and other academic support resources
- A few faculty members, as time permits
- A small group of students, as time permits

The peer reviewer will also review the physical facilities and access to academic and support services. The peer reviewer will tour classrooms, labs and library facilities, as well as computer or Internet access points.

Comprehensive Evaluation: The visit to your institution is scheduled for April 17 – April 18, 2023

### 3. Council Updates and Recommendations

- A. Executive Advisory (Kay Lynn Trybus):
- B. Faculty (Tonya Jackson):
- C. Staff (Amber Johnson):
- D. Student (Jessica Perez):

#### 4. **SP: Institutional Effectiveness and Alignment Report and Recommendations (S. Bristle/S. Eaton)**

##### 2021-22 Action Planning and Budget Request Prioritization

Because budget planning for the next fiscal year must commence immediately, strategic committees worked to identify action plans and accompanying budget requests. The team proceeded with the understanding that the plans would often be incomplete and need additional work in the coming months. IEAC members gave feedback and engaged in initial review of plans and budget requests, the results of which are included in the attached 2020\_21 Strategic Prioritization Tool\_Results spreadsheet.

Over the last two weeks, committee members then engaged in a second round of review and discussion focused exclusively on budget requests. Individual members then completed a prioritization worksheet, the results of which are compiled in the attached 2020\_21 Budget Prioritization spreadsheet. The prioritized list was forwarded to the Finance, Audit and Budget Committee along with supporting documents (attached as PDF binder IEAC Prioritized. . . .) for inclusion in their decision making processes.

It is important to note that the process has been centered on cross-functional engagement and values-driven behaviors aimed at establishing consensus. Because processes are embryonic, both old and new processes are running simultaneously. In short, it is messy and imperfect. However, MCC colleagues are building important personal and organizational capacities to engage in collaborative, data-informed decision making.

Data Day Event, Wednesday, Dec. 16, 12:30 – 4:30 <https://mohave.zoom.us/j/93217819792>

#### 5. **Other Standing Committee Reports and Recommendations (if applicable)**

##### A. Curriculum, Academic Standards, Articulation and Assessment (Eaton)

CASAA meets December 4.

##### B. Policy & Procedures (Klippenstein)

Writing Across the Curriculum:

Director of Assessment & Curriculum Mitzi Esgro stated that a motion was made for the retirement of WAC based on the skills that the WAC policy covers are already being captured in ENG 101 and ENG 102. All AGECEC degrees include ENG 101 and ENG 102 as part of the required curriculum. Ms. Esgro believed that the general education core classes, which require ENG 101 and 102, additional professional development and some modification of the General Education Philosophy would suffice. Additional data from TRE, ENG101 and ENG102 was provided to support the recommendation. President Klippenstein will take the recommendation under consideration with the caveat that faculty work very hard in the near future to establish an intensive writing assessment and more intensive program. Stephen Eaton stated that John Hansen has instituted an English department conversation through email that has become quite lively although this should not be laid entirely at the feet of the English department. There will be more to come on this topic in the future.

### C. Finance/Audit/Budget (Marbury)

FAB meets December 21, 2020

### 6. Dean of Enrollment Monthly Update (Masterson)

Ms. Masterson reviewed the Spring dashboard (as of 4 a.m., 12/1/2020) stating that IR is working a line graph enrollment chart to show changes by week.

Recruitment, etc. to provide calendar/time line of events & activities that may have impacted enrollment for reference, comparison. Classes start Tuesday, January 19

Won't know non-pay students/credit hours until mid-month. Mass drop date – Sunday, January 10

#### Initiatives & Efforts

- Spanish-speaking Zoom sessions – about MCC and how to become admitted, enrolled (Dec. 9, 11, 16 & 18)
- Call lists: completed admission applications but haven't registered, received ISIR but haven't registered, case management outreach + DSCE outreach efforts
- In development: outreach to students who did not complete anything after receiving CARES funding AND are not continuing to take courses in FA 20: 700+
- Technology loaner program (IEAC.FAB)
- Early Start program extended for 2020/21 high school seniors
- Continued dual enrollment outreach
- Marketing and advertising
- Highlighting Student Assistance Program via video (in development)
- Next enrollment & initiatives meeting, tomorrow – Wednesday, 12/2 at 10 a.m.

### 7. Items for Dialogue

There were no additional items for dialogue.