

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

Date: Tuesday August 4, 2020

Time: 2:00 p.m.

Location: <https://mohave.zoom.us/j/8601927215>

Members: Stacy Klippenstein (Chair), Stephen Eaton, Ana Masterson, Shawn Bristle, Sonni Marbury, Jennie Dixon, Jann Woods, Maria Ayon, Fred Gilbert, Carolyn Hamblin, John Cawley, John Cawley, Danette Bristle, Don Montgomery, Tonya Baxley, Meghan Knox, Erin Roper, Amy Curley (Recorder)

Members Absent: Guests: N/A

1. Announcements

Dr. Klippenstein announced that Dr. Maria Ayon was present as the new Dean of Student and Community Engagement for the Lake Havasu Campus.

2. President's Report

a. Pandemic Plan Update (Danette Bristle, Fred Gilbert)

Discussion centered on the COVID-19 Student Acknowledgement and Disclosure form that is being recommended by The TRUST. Utilizing the form will greatly affect the College's deductible. The recommendation is to require the form as opposed to screening students. Michelle Martin has configured the form to be distributed by PandaDoc, the same manner as ADA accommodations. The form would be distributed via several methods but primarily via registration and would have to be on file prior to the first day of class. The College would have the right to refuse entry to campus if the form isn't on file. Student would only have to complete the form once per semester. A brief follow-up discussion occurred regarding how to facilitate the waiver for the general public.

b. Title IX Updates (Danette Bristle)

Main revisions to the Title IX regulations include:

- Schools must dismiss any complaints of sexual misconduct that occur outside of campus-controlled buildings and/or educational activities.
- Colleges must allow live cross-examination by the 'representative' of each party's choosing.
- Allowing schools to lengthen the investigation and hearing processes.
- The definition of sexual harassment is narrowed to include only instances that are severe, pervasive, and objectively offensive.
- Informal resolutions are allowed in cases of sexual assault, rape, dating violence.
- Case jurisdiction is reduced.

MCC has secured training through ATIXA at the following expenses: Hearing Officer & Decision Maker Certification course \$1699, Hearing Chairs Certification \$899 and Investigator Certification 1 & 2- \$1599 each. MCC will also participate in an Arizona Consortium, at an annual fee, with training provided by the Maricopa County Community College District. Third Party training will be provided for students and employees.

The College is required to make all materials used to train coordinators, investigators, decision-makers, and any person who facilitates an informal resolution process publicly available on its website or in some circumstance available upon request for inspection by the public.

3. Institutional Effectiveness and Alignment Committee Report and Recommendation

Two key messages: Committees are empowered to act. Strategic work isn't "extra" work – it is THE work of the college. M. VanPelt and D. Montgomery leading an effort to produce a tutorial answering basic employee questions about the following topics:

Data day proposal reviewed and amended to involve two events: A Fall 2020 activity for committee members and guests providing explanations of data and information about existing data resources, allowing the committees to work in breakout rooms to have discussions focused on the data and further data needs. Presentations and active participation of the Data Team would be necessary. This event would serve to prepare the groups for the broader Data Day event, to be held at the beginning of the Spring 2020-21 Term. An early Spring 2021 event for employees much like the original Data Day proposal.

Fall 2020 Timelines: Updated 2021-22 action plans will be needed during Fall Term 2020 to identify and prioritize resources for inclusion in budget development. Draft 2021-22 action plans will be due to the Institutional Effectiveness and Alignment Committee (IEAC) on or before Oct. 1, 2020. High-cost items should be clearly identified with enough information to adequately inform those involved in budget development. Requests for IT resources required to implement the action plan proposals are due to IEAC and CIO Mark VanPelt on or before Nov. 1, 2020.

IEAC and the Finance, Audit and Budget Committee (FAB) will review the proposals and request modifications prior to final joint review in January. Expect some back-and-forth, here.

Data Glossary, 1st public version to be placed on IR webpage: The glossary will be updated as necessary to convey shared definitions of acronyms and terms. A data dictionary is also in the final stages of development for use by employees who operate with Jenzabar databases. More TBA. Data Team co-chairs Matt Butcher and Laurel Clifford will serve as coordinators and "data consultants," helping to guide strategic committees searching to better understand their respective areas of responsibility. Initial datapoints to report on in accordance with Key Success measures identified in Strategic Plan. Datapoints described may include historic as well as current year/term data. Discussion included availability of data, format and frequency in which the data is presented, and possible deeper analysis of significant drivers regarding each data point will be anticipated during Data Team meetings.

4. Standing Committee Reports (if applicable)

Curriculum, Academic Standards, Assessment and Articulation: Nothing to report.

Policy and Procedure: Nothing to report.

Finance, Audit and Budget: Nothing to report.

5. Enrollment Update (Ana Masterson)

Ms. Masterson provided an update on the current semester's enrollment as follows.

<u>Year</u>	<u>Total</u>	<u># Students</u>
2020FA	19,090	2,280

Ms. Masterson reported that: Dual Enrollment has not been entered yet (traditionally ~4,000 credits). One-third of the credits are not paid for yet. Mass drop for non-payment has been delayed drop 1 week from August 9 to August 16. Mitigation includes: additional contact/work with students, Increased Marketing & Promotion, Mailers, Zoom sessions, emails, social media, Increased Outreach (Welcome calls, case management, leads, FAFSA, unpaid credits), Scheduling – added remote learning, Small essential classes allowed on-ground under safety requirements/guidelines, Outbound calling – recruitment/retention, Potential initiatives – encourage 12+ credit enrollment, expand early start, additional programming.

6. Council Updates

Executive Advisory Council: No update.

Faculty Council: No update.

Staff Council: No update.

7. Items for Attention

There were no items for attention not addressed during previous discussion.

8. Adjournment