

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

Date: August 20, 2020

Time: 10:00 a.m.

Location: <https://mohave.zoom.us/j/94389803433>

Members: Stacy Klippenstein (Chair), Connie Shelley, Loan Hornick, John Cawley, Don Weide, Mitzi Esgro, Heather Patenaude, Lauren Petersen, Dr. Andra Goldberg, Amy Curley (Recorder)

1. Announcements

Dr. Klippenstein welcomed Dr. Goldberg to the committee membership.

2. Strategic Plan Updates

Dr. Klippenstein stated that committee activities included: Adjusting of 2020-21 action plans (30/60 day initial plans), preparing draft 2021-22 action plans (Due to IEAC by Oct. 1, 2020), identifying budget items to inform FAB committee decisions, requests for IT resources proposals due to IEAC (Institutional Effectiveness and Alignment Committee) and CIO Mark Van Pelt no later than Nov. 1, 2020. Development of monthly and quarterly online reports (in Tools) with Michael Gaffney doing the heavy lifting. ETA in the next couple of weeks.

3. Systematic PPM Review Updates (if applicable)

4.120 Financial Aid – Verification (Patenaude)

Heather Patenaude provided, for informational purposes, the financial aid department's review of MCC's verification procedures. Per 4.120, "the district financial aid office maintains internal standards & processes to deliver Title IV financial aid in compliance with Title IV regulation. Standards & Processes for financial aid will be housed in the district financial aid office, and posted as required by Title IV regulation in the academic catalog, student handbook and MCC website where appropriate. At a minimum, Standards & Processes on the following topics will be maintained: Satisfactory Academic Progress (SAP), Returns to Title IV and HEA Programs (R2T4), Consumer Information, *Verification*, FWS Selection and Awarding of Students, FSEOG Selection and Awarding of Students."

Ms. Patenaude and Lisa Downey plan to conduct a full review of the financial aid internal standards & processes through the 2020-2021 academic year utilizing a system provided with the College's NAFSA membership.

The majority of the review occurring during the Spring 2021 semester. Ms. Patenaude requested the committee's feedback on their preference for reviewing the materials and the consensus of the committee was more frequent submission of portions of the document as opposed to one submission of the document in its entirety.

Dr. Klippenstein requested clarification on which financial aid personnel were allowed to make professional judgements (Professional Judgments = Verification must be performed before an income adjustment or cost of attendance review can be completed. If updates to the student's FAFSA were required in the Verification process, these must be made and the updated FAFSA must be received back before the professional judgment request can be reviewed.) Ms. Patenaude responded that it depended on situation. For example, a dependency override requires the authorization of either the Director (Patenaude) or the Manager (Downey). In general, the financial aid technicians are trained to make routine profession judgements and consult with the director or manager in for more complex situation.

4. Items for Attention, Policy (if applicable)

Dr. Klippenstein is preparing to present 6.017: Alcohol on College Property to the District Governing Board. Provided in the Policy and Procedure Committee OneNote is a draft version a policy statement and draft procedural language based off of the Maricopa District. The draft language includes provisions for (1) internal (MCC) events, (2) third-party events and (3) academic/instructional programs (culinary). The draft policy language clearly states that "direct authorization of the College President in compliance will all College procedures, local and state regulations." is required for alcohol to be permitted on district property. Dr. Klippenstein requested that committee members provide feedback to the committee recorder (Curley) prior to the next meeting (October 15). The Deans of Student and Community Engagement will also be vetting the language.

5. Items for Attention, Procedures

Mitzi Esgro, who was to be presenting the elimination of (2.020-G) Writing Across the Curriculum on the recommendation of the Curriculum, Academic Standards, Articulation and Assessment (CASAA) committee, requested the item be tabled until her office can conduct further research, specifically if the AGECE special requirements would be sufficient.

6. Adjournment

The meeting adjourned at 10:39 a.m. with no further business to conduct.