

IMPROVING LIVES. IMPROVING COMMUNITIES.

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

**Date: Tuesday September 15, 2020**

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

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

## 1. Announcements

Listening Sessions: President Klippenstein asked the leadership team to attend if possible.

- Student – 10-14-10/16
- BHC, Wednesday 10/14, 1:30 p.m.
- LHC, Thursday 10/15, 1:30 p.m.
- NMC, Thursday 10/15, 3:30 p.m. (Employees & Students)
- NCK, Friday 10/16, 10:30 a.m.
- Employee – 10/28-10/30
- BHC, Wednesday 10/28, 1:30 p.m.
- LHC, Thursday 10/29, 1:30 p.m.
- NCK, Friday 10/30, 10:30 a.m.

President Klippenstein reminded Cabinet members that the administration is entering the period of time established for reviewing and adjusting (if needed) institutional tuition and fees for FY21, including course and program fees. Recommendations will begin to be presented to the Governing Board in March/April.

## 2. President's Report (Klippenstein)

### A. Pandemic Team Report – Final Postpone to 10/5 Decision (Co-Chairs)

Danette Bristle reported that the Phase Two Implementation Start date was September 21 and provided: an update on Mohave County case/death numbers, discussion of recommendations on start date or delay, review of Phase Two guidelines for CDC, county, and college. Also,

- Student Services operations on campus: Discussion of virtual student services (Advising, Financial Aid, Student Success) areas on campus, hours of operation 10-4, Non-students/visitors waiver/acknowledgment forms required, monitoring of waiver, masks, and social distancing, Cleaning.
- Instruction: Courses remain in current format (consistency for students)
- Events: No community events or visitors until Phase Three.
- Special Community Access: approval of president

## B. Enrollment Actions for Spring and Beyond (Masterson)

Ms. Masterson reported Fall 2020 enrollment data as follows:

Year	NKC	LHC	BHC	NMC	DE	Total
2020FA (as of 9/2)	4,940	4,293	6,194	917	12,028	28,372
2019FA (as of 9/2)	6,643	6,352	7,809	888	13,172	34,864

The student success leadership team is investigating numerous different initiatives based on student feedback gathered thus far for Spring 2021 and will determine which to pursue at the beginning of October. These include: attracting homeschool students, FAFSA information campaign, reviewing emergency funding, assessing technology access, tuition modifications (including a 12plus flat rate) and expanding early start. Marketing has already prepared a recruitment campaign.

## C. Diversity and Inclusion Events (Hamblin, Ayon)

Dr. Ayon stated that October is Global Diversity Awareness Month and National Hispanic Heritage Month so MCC is in the process of developing a month of events and activities designed to increase awareness and acceptance of diverse cultures for students, employees and community members. Confirmed events include: virtual Lotería games (similar to bingo, but using images on a deck of cards), a lecture by Day of the Dead scholar Consuelo Flores, Beyond the Month: Understanding and Working in LatinX Communities with Dr. Michelle Tellez and a virtual concert by Mariachi band, Charros de Rock.

Dean of Instruction Stephen Eaton agreed that student participation via faculty endorsement could be very beneficial and will let faculty know a.s.a.p. In future years, it could be tied to the syllabus with enough notice. Dean Hamblin stated the Student Activity Councils (SAC) were already planning for next year. There are also several other months throughout the year that could be incorporate for co-curricular assessment. Faculty Council President Tonya Baxley concurred that with enough notice, these activities could be incorporate into course syllabi.

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

Shawn Bristle reported that the Crisis Management Work Group is very active and motivated. During the last decade, the college has emphasized crisis management and MCC currently has sophisticated plans, trained crisis leaders, and systems in place that make MCC a safe place to work and learn. Team members are undergoing NIMS online. Campus Deans of Student and Community Engagement will continue to function as the campus-level leaders in crisis management activity implementation.

A subgroup is currently working on a multi-year crisis management planning proposal that would provide the structure to implement an increasingly standardized approach to college-wide emergency preparedness. The plan will outline all of the activities the comprise crisis management: training, drills, tests, exercises, emergency communications, and emergency preparedness maintenance activities. The idea is to establish a long-range plan, a system for monitoring college work to fulfill the plan, and provide the support to implement the plan.

September Areas of Focused Activity: Adjust 2020-21 action plans (30/60 day initial plans), Prepare draft 2021-22 action plans (Due to IEAC by Oct. 1, 2020), Impactful budget items to be clearly identified with enough information to inform FAB committee decisions. (Requests for IT resources required to implement action plan proposals due to IEAC and CIO Mark Van Pelt no later than Nov. 1, 2020.), Prepare quarterly update.

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

##### A. CASAA (Eaton)

- a. Truck Driver Training Program Retirement  
**Approved as presented.**
- b. Cybersecurity and Network Support Certificate Modification  
**Approved as presented.**
- c. Cybersecurity and Network Support Degree Modification  
**Approved as presented.**

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

President Klippenstein announced the next P&P meeting will be Thursday September 17. Agenda items include: systematic review of financial aid verification, a board policy addressing alcohol on college property and the elimination of Writing Across the Curriculum from 2.020 (Educational Programs).

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

Chief Financial Officer Sonni Marbury announced the next FAB meeting will be September 21. Agenda items include: finalization of the committee charge, approval of the budget submission process/document, preview of a new budget module and discussion of the budgetary impacts of the pipeline tax appeal.

#### 5. Dean of Instruction Monthly Update (Eaton)

With the involvement of Andrew Clegg from AZ Center for CC Success and CampusWorks' Justin Norris the Guided Pathways committee is considering a workshop that would involve exploration of guided pathways, MCC strategic plan objectives that contribute toward the goal of implementing guided pathways, and analysis of the areas to be immediately pursued.

#### 6. Council Updates and Recommendations (Roper, Jackson, Johnson)

##### A. Executive Advisory: TBD

- B. Faculty: MCC Faculty Council President Tonya Jackson reported the Council will meet for the first time on September 25th at 10:30 in the morning. The Council will have a new representative for the executive advisory council as well as a new representative for industrial tech. Even though COVID obviously has changed the fall semester, Faculty continues to do what they can, are keeping up the positive attitude and looking forward to continuing to serve the students.

C. Staff: MCC Staff Council President Amber Johnson reported that the second annual staff association meeting was held at all-staff day where Kay Lynn Trybus was elected as the Council's new representative to EAC and Aaron Adamson as the District representative. The Council will hold its first meeting on Thursday September 17, 2020 and she will hopefully have more to report after that meeting.

D. Student: Deans: please provide elected officers names a.s.a.p. to President's Office.

## **7. Items for Dialogue**

There were no additional items for dialogue and the meeting was adjourned.