

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

**Date: January 12, 2021**

**Time: 9am**

**Location: Zoom (Link below)**

**Attendees:** Carolyn Hamblin, Sharon Burns, Fay Cover, Jennifer Leach, Eric Osborn, Alana Johnson, Erik Jones, Lauren Peterson, Vicky Jaramus, Beau Rogers, Angel Soto, Nicole Castillo, Jennifer Woolston, Michelle Martin, Darrell Pohlman, Mike Rozinski, Lyn Demaret, Katie Pennington, Renee Corey, Becky Serna, Heather Pyeatt, Jake Crawford, Imelda Felix, Jeanette Pigeon, Amber Johnson, Blaine Hamilton, Dan Worden, JoAnne Franz, Susanlee Martino

**Meeting Zoom Link**—Use the Zoom link below or in the Outlook meeting request to attend the monthly CCC meeting.

Join Zoom Meeting

<https://mohave.zoom.us/j/5288293814>

Meeting ID: 528 829 3814

One tap mobile

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Find your local number: <https://mohave.zoom.us/u/aco1ULVFFi>

**CCC Proceedings** -- Posted online at:

<https://www.mohave.edu/about/administration/communication-structure/committee-proceedings/>

## 1. Announcements/Additions to the Agenda

- **Welcome!** From the Dean, thanks to Katie & Eric for adjusting their class schedules in the Biology department so students were able to keep the classes they signed up for this semester.

## 2. Important Dates

### JANUARY 2021

- January 11 (Mon.) – **Resident Faculty Returned.**
- January 12 (Tues.) -- **CCC Meeting**, Zoom (Link in Outlook meeting request), 9-10am.
- January 13 (Weds.) – **MCC Foundation Meeting**, BHC Chapter meets on the second Wednesday of each month. Go to <https://foundation.mohave.edu/news/> for the Foundation calendar and Zoom link.
- January 18 (Mon.) – **Martin Luther King Jr. Day**, college closed.
- January 19 (Tues.) – **Spring Semester Starts** (8- & 15-week classes).
- January 20 (Wednesday) – **(In)Justice**, 2pm, a virtual talk presented by the Art Institute of Chicago go to <https://www.artic.edu/events/5151/king-day-virtual-talk-injustice> for more information.
- January 21 (Thursday), **BHC SAC Meeting**, 2:30pm via Zoom (<https://mohave.zoom.us/j/99658654641>), all students, club members and club advisors are welcome to attend. **NOTE:** For the spring semester, meetings have been changed to Thursdays to accommodate the officer's class schedules.

### FEBRUARY 2021

- February 8 (Monday) – **12-wk Classes Begin.**
- February 9 (Tuesday) -- **CCC Meeting**, Zoom (Link in Outlook meeting request), 9-10am.
- February 10 (Weds.) -- **MCC Foundation Meeting**, BHC Chapter meets on the second Wednesday of each month. Go to <https://foundation.mohave.edu/news/> for the Foundation calendar and Zoom link.
- February 12 (Friday) – **Governing Board Meeting**, 9am. Go to <https://www.mohave.edu/about/board/meeting-schedule-agenda-minutes/> for meeting schedule, agenda and Zoom link.
- February 15 (Monday) – **President's Day Holiday**, college closed.
- February 18 (Thursday) – **BHC SAC Meeting**, 2:30pm via Zoom (<https://mohave.zoom.us/j/99658654641>), all students, club members and club advisors are welcome to attend. **NOTE:** Date tentative.

### MARCH 2021

- March 9 (Tuesday) -- **CCC Meeting**, Zoom (Link in Outlook meeting request), 9-10am.
- March 10 (Weds.) -- **MCC Foundation Meeting**, BHC Chapter meets on the second Wednesday of each month. Go to <https://foundation.mohave.edu/news/> for the Foundation calendar and Zoom link.
- March 11 (Thursday) – **BHC SAC Meeting**, 2:30pm via Zoom (<https://mohave.zoom.us/j/99658654641>), all students, club members and club advisors are welcome to attend. **NOTE:** Date tentative.
- March 12 (Friday) – **Governing Board Meeting**, 9am. Go to <https://www.mohave.edu/about/board/meeting-schedule-agenda-minutes/> for meeting schedule, agenda and Zoom link.

- March 15 - 19 (Monday - Friday) – **Spring Break**, college closed.

### 3. Campus Updates (COVID-19 and spring semester)

- a. Spring semester continues with online classes, the only on ground classes are labs (CTE, Dental, Nursing, Rad Tech, etc.).
- b. Faculty/staff working remotely helps stop the spread of COVID in our campus community.
- c. Vaccine is available in Mohave county, see their website for more information ([Coronavirus Response Hub - Mohave County Arizona 1 \(arcgis.com\)](https://arcgis.com)). Website has information on vaccine distribution plan and locations, some locations have a link to make an online appointment. HR will send out an email later this week with specific information for MCC employees.
- d. Remember that **everyone** needs approval to be on campus, following the same process as last semester. You must have approval from your supervisor and the Campus Dean before coming to campus.

### 4. New Business

### 5. Crisis Management/Safety

### 6. One Minute Reports

- Recruitment
  - Eliseo is working on dual enrollment rosters at the high schools to get students registered for this semester. Also working with early starts for 2020 HS graduates. WAVE orientation is tomorrow via Zoom.
- Student Services
  - Helping students the best that we can, lots of students in the queue. Advising staff will be working Sat. & Sun. if needed to accommodate the January rush.
- Enrollment Management
  - No report.
- NAU Advising
  - No report for Bullhead Campus, attending NCK CCC.
- Library
  - Having Finding Info Like a Pro! workshop on January 14 (3-7pm) & January 15 (10am-3pm), see Library home page for the complete schedule (<https://mohave.libguides.com/info2021>). Virtual research workshops are planned throughout the semester.
  - There's an online game connection on Discord server for games and chat. There are a couple of tournaments coming up, see Library home page to sign up (click on Online Game connection ([Online Game Connection - Mohave Community College Libraries - LibGuides at Mohave Community College](#))).
  - New this semester: Hints on using the Library will be sent to students via email once a week. It will be a short blurb on how to navigate the Library with quick and easy

- tips for students. Another email was sent out if students would like to get one-on-one help from the Librarians, need to make an appointment.
- Ticket has been sent to MPIO to get the word out about workshops and online games, information will also be posted on Schoology.
  - Student Success Center
    - No report.
  - Disability Services
    - Accommodation notices started going out yesterday to faculty, reach out if you need help. If students have questions, refer them to their advisor.
    - Remember to be aware of COVID related issues, each individual reacts differently, some students still have issues after 4-6 months.
    - New note taking software installed this semester, see Disability Services page on the MCC website (<https://www.mohave.edu/resources/disabilityservices/>) on how to use it.
  - Faculty Council
    - Nothing new from last meeting. Details on new LMS system was sent to faculty.
  - Staff Council
    - At last week's meeting, Dr. Klippenstein gave an update on the pandemic. Discussion and inputs from staff included items such as
      - Working at home can be difficult when there are issues with the internet.
      - Some concern from taxpayers at NMC about what their taxes are paying for if the campus is closed.
    - Let Staff Council know if there is anything that can be done to improve MCC's pandemic response.
  - Student Life
    - BHC SAC meetings start again for the spring semester, next meeting is Thursday, January 21 (see calendar for Zoom link).
    - All activities will be held remotely again this semester, let the Dean or club advisors know if you have ideas for activities. For next year, MLK day has turned into a day of community service, we need to come up with an activity once we are back on campus.
    - Dean Ayon has set up sessions for advisor training (form training), contact her office for dates/times.
  - MCC Foundation
    - Foundation hoodies were distributed in December. Contact Sharon in the Dean's office if you have not received yours, arrangements can be made to pick yours up on campus. Extras were ordered, let Lyn know if you missed out and would like to order one.
    - Jake Crawford recommended washing it separately or with other dark colors for the first time, his "bled" on a plaid shirt, it's not so plaid any more!
    - The 50<sup>th</sup> anniversary books are out, go to the Foundation home page to order one.
    - The Lake Havasu chapter is planning a virtual event in February, "3rd Annual Around the World Event: Virtual Tailgate Party". It is planned for Saturday,

February 6 from 11:30am to 1pm. Go to the Foundation events calendar on the MCC website to RSVP (<https://foundation.mohave.edu/news/>).

- Community Outreach
  - Working on assisted caregiving classes, due to COVID, first class was pushed out into March.
  - Literacy program is getting up and going, will start late February or early March, includes basic math, typing, etc. Information about the program has been handed out at the casinos, AZ@Work and other places where folks maybe looking for information that have been furloughed or laid off due to COVID.
- SBDC
  - Upcoming virtual trainings continue this month with topics such as COVID Relief Funding for small businesses (Jan. 13 & 20) and the monthly AZ Business Start Up Workshop (Jan. 25). See the SBDC home page on the MCC website for more information (<https://www.mohave.edu/about/sbdc/>).
- CTE
  - Labs continue on campus this semester with strict safety protocols, compliance for students is mandatory.
- Instruction
  - Keeping busy with beginning of semester to-do's such as building syllabi, etc.
  - On ground labs are limited again this semester, waivers will need to be completed for new students.
  - META is today via Zoom (professional development day for faculty).
- Dental Hygiene
  - No report.
- Radiologic Technology
  - Dan & team working on installing new x-ray equipment.
  - Fall 2021 applications are being accepted, link is live on MCC website, see the Rad Tech home page at <https://www.mohave.edu/academics/certificates/radiologic-technology/>). Application deadline is June 30.
  - Referring students to the Testing Center for availability (TEAS test replaced HESI).
- Nursing
  - Virtual orientation for BHC students today, 8am to 5pm, Nursing Assistant and LPN orientations tomorrow.
  - Applications due March 1 for fall cohort, contact Cheri Smith or Cheryl Pike for more information. Note that BIO 205 is now a co-req instead of a pre-req for the program.
- Facilities
  - New x-ray machine installation was finished this week by Facilities, hoping the vendor can finish up the remaining set up prior to the beginning of the semester.
  - Large campus inspection last week with Michelle, OSHA/ADA compliance, there are a few items to follow up on.
  - Facilities crew is accomplishing a lot of work on campus in dental and routine maintenance of other areas. Give Dan a call or do a ticket prior to start of the semester if you have issues with a lab classroom.

- Campus has had no crisis management drills due to faculty/staff working remotely and online classes. Could do a virtual role-playing table-top or an actual fire drill, there are enough people on campus with on ground labs. The Crisis Management Committee has a calendar, Facilities and the Dean will come up with a tentative date for a drill.
- Waivers need to be completed for contractors and service techs on campus. IT will issue a loaner tablet to use on campus. Waivers need to be done on the website so the information can be tracked in case of an incident.
- IT
  - Our campus has two new IT Techs, Jonathan & Patrick, they have been “personally” invited to next month’s CCC so they can be introduced to faculty/staff. Bryan and Justin have changed jobs and are now working on the Kingman campus.
  - DO A TICKET!!!
- Crisis Management/Safety Training
  - Committee was reorganized, responsibility for crisis planning training is back to the campus deans instead of having one college-wide committee for crisis management.

## 7. Round Table

- a. Holiday party was fun, let’s do something else to keep us connected!
- b. Need to start planning No More Week (March 7-13, 2021) and Demin Day (April 28, 2021) events, maybe a trivia day or foundation t-shirt. Will get the dates on the campus calendar and maybe plan an event in conjunction with SAC.
- c. BHC art club is promoting a college-wide Flash Film Festival in March, contact Jake Crawford, Art Club Advisor, for more information (jcrawford@mohave.edu).

## 8. Adjournment

**Next Meeting:** Tuesday, February 9, 2021 via Zoom, 9-10am