

5C1 - For consideration for edits

Comment	Action/Rationale
Not every department has departmental meetings and certainly not monthly. Not all supervisors see the value of the team meetings.	<i>States "as needed," which is accurate. This comment will be reviewed as part of our self-assessment and identification of opportunities for improvement.</i>
I don't think a Halloween costume party is a very professional/sound example of a Harmony activity.	<i>Added "through social activities" to 5C1 for clarification.</i>
It says that ICCB sets policy. It might be more appropriately referred to as an oversight agency?	<i>Added "statewide policy" to 5C1 for clarification.</i>
You might want to mention the student trustees vote is advisory.	<i>Added "whose vote is advisory" to 5C1 for clarification.</i>
Under CAPC, is there a mismatch between CAPC Program Review Standing Committee and the purpose, to promote and expand the culture of assessment??	<i>The purpose statement for the CAPC Program Review Standing Committee and the Assessment Team have been revised in 5C1 in Table 5.2.</i>
Some of the minutes are listed as bi-annually. Maybe this should be semi-annually?	<i>This suggestion has been incorporated into 5C1 for clarification.</i>
Should those who are allowed to post on Inside MCC be changed from all employees to appropriate employees?? (I guess I'm just not sure enough about the process.)	<i>The statement as originally written is factual.</i>
Should the Board Meeting item also include Board committee meetings?	<i>Information about Committee of the Whole meetings is now also included in 5C1 in Table 5.2.</i>
Is the faculty workshops label appropriate since there are sessions/events for all employees??	<i>The statement as originally written is factual.</i>
Is the President the facilitator for the Leadership Council, or is it Dale and Cathie? (It's probably all three??)	<i>This has been revised in 5C1 in Table 5.2.</i>
Include Walt's Summary of Board meetings, and perhaps e pending consolidated e-mail communications coming soon.	<i>This has been added to 5C1 in Table 5.1 and Table 5.2</i>
I find the president's update on the board meetings helpful. I don't see the Harmony events, such as the Halloween dress up, as contributing to direct campus communication however.	<i>The President's Update has been added to 5C1 in Table 5.1 and Table 5.2. Added "through social activities" to 5C1 for clarification about Harmony activities.</i>
Coffee with colleagues does not function as it is described. Few individuals have the work-responsibility-leisure time to sit and talk together, and most take food/drink and run off. Unfortunately, Halloween parties and the like are also attended by a some who are able to leave their area of responsibility for an extended time. Some areas, like Registration, Advising, Testing (and other areas)are minimally staffed and are busy, so are unable to participate. I do think it would be helpful to re-think what activities and plan activities or ways to promote information sharing (2.75 #10) which is indicated as one of the areas which need improvement.	<i>Added "through social activities" to 5C1 for clarification. This comment will be reviewed as part of our self-assessment and identification of opportunities for improvement.</i>
We should probably also list General Faculty Meetings called by the Vice President of Learning and Student Support Services. These are now mandatory faculty meetings occurring at least once in each of the fall and spring semesters.	<i>This has been added to 5C1 in Table 5.2</i>
The ICCB is the state coordinating board which sets policy for all community . . . "for all public community . . .	<i>The word "public" has been added before "community colleges" to 5C1 for clarification.</i>

"Administrative Council advises president on . . . overall college operations." I would add policies as well.	<i>Executive Council advises the President on procedures; the Board makes policy decisions. The statement as originally written is factual.</i>
The tables greatly represent our communications, I don't think the 'less-formal communications' part is necessary though. If so, I would like to see it worded a bit differently i.e. "Opportunities for less-formal communications are also widely accessible, through departmental activities themed around promoting colleague dialogue."	<i>Added "through social activities" to 5C1 for clarification.</i>
Professional support staff also attend division meetings.	<i>This has been added to 5C1 in Table 5.2</i>
Add EAP Newsletter and FitNotes for communication from Wellness Committee	<i>The information about newsletters has been revised in 5C1 in Table 5.2 to be more inclusive.</i>
Add TechTalk as a Newsletter under Print or Electronic Communications	<i>The information about newsletters has been revised in 5C1 in Table 5.2 to be more inclusive.</i>
Change text of Americans with Disabilities Act description – it should be "Section 504 of the Rehabilitation Act of 1973." "Vocational" does not appear in the title of the Act.	<i>This change has been made in 5C1 in Table 5.1</i>
Add MCC Connections as a Communication System.	<i>This is a communication vehicle primarily for external stakeholders, rather than with employees. MCC Connections has been added to 5P6.</i>
Staff Council meets monthly, not quarterly.	<i>The Staff Council Executive Board meets monthly, and is reflected as such in Table 5.1</i>

5C2 - For consideration for edits

Comment	Action
Learning and Student Support Services also has an Educational Plan that identifies goals and objectives for each academic division, as well as student services. this plan is reviewed on an annual basis to determine and report status on goals and objectives.	<i>The Educational Plan is included in the diagram in 5C2.</i>

5C3 - For consideration for edits

Comment	Action
This probably should include some discussion of the MCC Promise.	<i>We will hold off on including the Promise until next Fall once we "go live."</i>
Some classes provide or even require a service component.	<i>This has been added to 5C3.</i>
"In addition, the College provides professional counseling services for students facing personal or psychological challenges." You may also want to note that Career Counseling services are also provided.	<i>This has been added to 5C3.</i>
Last paragraph – (see our website www.supportmcc.org under "Our Mission" then "Our Focus" for a better explanation of what the Foundation does.) The Foundation is committed to providing financial support to the College in the areas that emerged through the College's strategic planning process. The	<i>This paragraph has been included in 5C3.</i>

Foundation provides scholarships to students on both a merit and financial need basis, with emphasis given to those who would be the first in their family to complete college. The Foundation's fundraising goals also stress the importance of technology, professional development and the visual and performing arts.	
The information on the Foundation is not complete. We offer scholarships to students, mini-grant opportunities for faculty and staff, a technology fund to assist the college with technological purchases, and we support the visual arts on campus. The Foundation board is comprised of community leaders and business owners. In addition, the Foundation board acts as a sounding board to the college president. He attends all foundation meetings.	<i>The information about the Foundation has been revised in 5C3.</i>

5P1 - For consideration for edits

Comment	Action
The recent organizational review process worked extensively to identify underlying interests. Most of those were centered around student needs, learning and success. Perhaps a commentary on that process or the establishment of those foundational interests would be appropriate.	<i>Information about the Organizational Review Committee has been included in 5P3.</i>

5P5 - For consideration for edits

Comment	Action
CAPC, Assessment and Faculty Development all provide very formal liaison between faculty and administration for shared governance.	<i>CAPC is described in 5P3, and will be described in great detail in Category 1.</i>

5P6 - For consideration for edits

Comment	Action
You may want to add the new annual report to the community that Christine was developing this year.	<i>The annual report has been included in 5P6.</i>
Does the Foundation's newsletter fit in any of these communication categories?	<i>MCC Connections has been included in 5P6.</i>

5P7/5P8 - For consideration for edits

Comment	Action
Perhaps include the mentoring process.	<i>A description of the mentoring program has been added to 5P7/8.</i>

5I2 - For consideration for edits

Comment	Action
Perhaps add the pending annual report to community.	<i>The annual report has been included in 5P6.</i>

5C1 – Evaluative/Other

Are/should the VPAC minutes be posted on Inside MCC? (It seems strange they're the only one on that page that aren't communicated.)
The fact that the VPAC does not post minutes might be a "bugaboo." Or is that a "boogaloo"?
VPAC minutes, as minutes of the Executive Council, are not currently posted on Inside MCC. Perhaps that is an area that should be discussed.
Here is communication at MCC (Part 1): "The information below is to clarify questions you may (or may not) be having." -Ron Ally, College-Wide Email, September 22, 2008.
The sound of one hand clapping (or not clapping).
Oh, Master Anonymouth, you are very (or not very) wise.
Perhaps we should include a category for clandestine communication. One of the more effective is the Sycophantic Railroad. It carries information directly from the Faculty Association meetings to the Vice President's office. Sadly, the founder of the SR is no longer with us, but fortunately, his successor has kept up the tradition—having been part of it all along.
I'd like to congratulate the person above who acknowledged the Sycophantic Railroad. It is important to recognize such essential communication methods. I hope to see it appropriately quantified in this report.
And let me add to the list of clandestine communication methods by recognizing the rumor mill and the gossip tree. No need to describe them; they speak for themselves.
The current Vice President for Learning and Student Support Services, the Executive Director of Institutional Effectiveness, and the Faculty Development Chair were all hired without standard candidate searches. Someone must be trying to tell us something.
Not every department has departmental meetings and certainly not monthly. Not all supervisors see the value of the team meetings.
Coffee with colleagues does not function as it is described. Few individuals have the work-responsibility-leisure time to sit and talk together, and most take food/drink and run off. Unfortunately, Halloween parties and the like are also attended by a some who are able to leave their area of responsibility for an extended time. Some areas, like Registration, Advising, Testing (and other areas)are minimally staffed and are busy, so are unable to participate. I do think it would be helpful to re-think what activities and plan activities or ways to promote information sharing (2.75 #10) which is indicated as one of the areas which need improvement.

5C2 – Evaluative/Other

Regarding TracDat, are we really doing anything of substance with this?? (I'm not close enough to it to really know.)
I missbell, therefore I am.

5C3 – Evaluative/Other

There are a number of employees on campus who are significantly engaged in the community. Brian Sager comes to mind. I don't know if it is possible to compile a list of all this type of community service, but perhaps a general statement would be appropriate.

Bad idea. When I volunteer, I'm not representing MCC; I do it for my own satisfaction.

5P2 – Evaluative/Other

MCC also needs to consider offering more flexible class starts, 8-week classes, and short, credit, but job oriented, trainings. MCC loses a large number of student credit hours to neighboring credit and proprietary institutions.

5P3 – Evaluative/Other

Did all of the office moves follow this decision making process?

I agree that decisions are made in the manner described most of the time, but we seem to have developed a tendency to develop plans "behind closed doors" and then unveil them to the general college community...(Baseball stadium, reorganization plan) which doesn't seem to be reflected in this diagram. There is room for improvement in this area. The decisionmaking process at MCC is not always as transparent as this diagram would indicate.

no place on this flow chart does it show the action of consulting stakeholders. This step is oftentimes missed here at MCC.

Might want to add "collegial" to the opening sentence about decision-making processes.

The long-range academic plan was referenced. Has this been completed?

This sounds textbook perfect. Is this how things always work in reality, I wonder? Should we dare report it if it doesn't? In this assessment, are we supposed to put our best foot forward (everything is perfect), report how things ought to work and usually do (good 90% of the time), or focus on and acknowledge the 10% that falls short and aim for improvement?

5P4 – Evaluative/Other

My question applies to this whole document, but this particular question brings it to mind: Is this supposed to be at all self-critical, like an accreditation self-study, or are we reporting what we aspire to do? I find this document highly abstract and idealized. Surely there must have been some critical comments on the Category 5 worksheets---that is, in addition to mine. But in this document, there is no hint that issues like effective use of information are to any degree controversial. In fact, of course, they are.

I also found portions of the document to be a bit pollyannaish. I am not sure how we ought to go about acknowledging our few weaknesses while pointing out our many strengths in a report like this.

5P6 – Evaluative/Other

No specifics mentioned regarding ethics and equity. A lack of parity among staff is currently demonstrated by some authorities.

The full time faculty tenure process focuses on these attributes, and sends a message regarding the importance of these areas.

5P7/8 – Evaluative/Other

The proposed plan developed through the organizational review process, if implemented, will provide a number of significant leadership opportunities.

5P7/8 – Evaluative/Other

Kathy, outstanding job making sense of the mountain of information that we collected. Nothing I would recommend changing. Bob W

This is great - instead of downloading, opening, just click a URL, read the stuff, understand and comment if necessary.

Thank you for making this an easy process by using this.

As far as the material goes, great effort but still waiting to see the results, eg. effective communication compared to let's say, the previous year. Not sure how we'll measure this though.

MCC leadership is communicating results using this instrument. Thanks for time for individuals to process the information and to comment.

Great job Kathy, you had a mountain of information to sort through and you really made it clear and as concise as possible. Will this be avail to the general public also?

Kathy, I applaud yours and the category teams' hard work on this humongous project. This document shows that MCC has many systems in place for communicating. Thanks for sharing. No suggested changes,except: Are the CAPC Standing Committee minutes actually posted on InsideMCC, or are they available inside the regular CAPC meeting minutes as a committee report? Maybe the standing committees' minutes could be emailed as a link just as the regular CAPC minutes are sent now.