

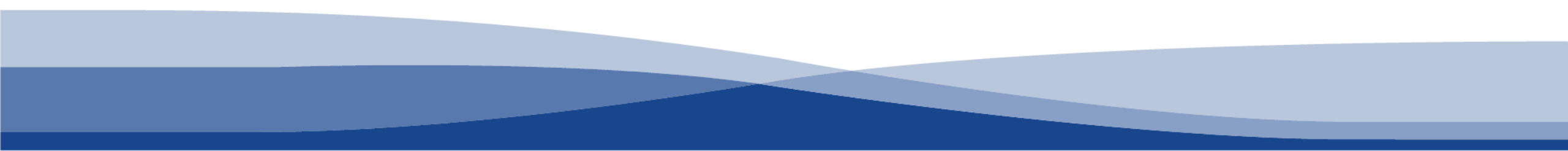
# Campus Forum

*October 7, 2021*

*Made in Merced. Built for the World.*



# Forum Topics

- **General Updates (re-cap of topics from Convocation report)**
  - **Organizational Alignment Changes**
  - **Office Moves Update**
  - **General COVID**
  - **Other? General Discussion and Q&A**
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# General Updates / Recap from Convocation

*Cabinet*



# Administrative Services

- Strong budget
- District Safety and Security
- Construction of Ag/IT Complex has begun
- Vocational Building remodel is happening—\$3M grant
- Updated Facilities Master Plan
- Updated Learning Resource Center

## Other notable projects and events:

- Upgrading classrooms
- Installing bottle filling stations
- Creating Remote Worker Lounge
- Upgrading HVAC system
- Implementing keyless entry system
- Painting exterior of Merced campus

# Student Services

- **Online and face-to-face services are available**
- **Several new and updated locations for some services**
  - **New Food Pantry**
  - **New Student Health Services**
  - **New Equity Center**
  - **Study Central and the SSTC have moved to the LRC**
- **Available Resources for Students**
  - **Hotspots**
  - **Book Vouchers**
  - **Laptops**
  - **Meal Cards**
- **Athletics are back!!!**
  - **Inaugural season of Merced College Soccer**
  - **Fall sports schedules on MCCCD website**
  - **All fall sports schedules are available on the Merced College Athletics website**

# Instruction

## Student Focused Instruction

- **The Pandemic Shift**
  - Increase demand for online courses
  - Face-to-face remains vital
  - Surge of returning adults to college
  - Growth in Rising Scholars program
- **New avenues for students to earn degrees**
  - Credit for Prior Learning
  - Competency Based Education
- **Industry partnerships**
  - El Capitan Hotel
  - Truck Driving School

## Increased Opportunities for Collaboration & Innovation

- **Innovation Center**
  - Additional faculty and staff to support online teaching
  - Two state of the art recording studios
  - Collaborative meeting spaces
  - Technology learning hub
- **Innovation Grant Opportunity**
  - Grow your idea into a reality
  - Up to \$100,000 for individual or teams

# Los Banos Campus

## Instruction

- **Medical Assisting continues to expand; now offering CPR**
- **NEW Child Development Center and increasing Child Development course offerings**

## Notable projects and events:

- **Los Banos Campus 50<sup>th</sup> Anniversary**
  - **Save the date: November 5<sup>th</sup>**
- **New digital dissection table for Biology and Anatomy**
- **Submitted project proposal for a new CTE building**

# Office of ITS and Institutional Effectiveness

## Information Technology Services

- ITS moved to the redesigned AV space, LRC
- ETTC has moved under instruction and is now housed in the LRC
- Expanded Wi-Fi Rollout
- Classroom technology updates...
  - 115 classrooms and labs
  - Over 40 rooms updated and ready for synchronous instruction

## Office of Institutional Effectiveness

- New dean, Dr. Dee Sigismond
- OIE has moved into a refreshed space within the Services Building (previously Campus Police)
- New e-forms for research and grant requests
- Reinvigorated grant program



# Office of Human Resources

## AY 2020-2021 Accomplishments

- **COVID-19 Protocols and Tracking:**  
*No cases of workplace outbreak!*
- **Diversity, equity, and inclusion focus**
- **Expanded employee benefits to include supplemental benefits**
- **Successful bargaining of CSEA successor agreement**
- **Calm App for Employee Well Being**

## AY 2021-2022 Goals

- **Lead implementation of Strategic Goals 7 and 8 (Innovation and DEI)**
- **Implement faculty internship program (pilot with UC Merced Fall '21)**
- **Successful bargaining of MCFA successor agreement**
- **Hiring HR Director/Title IX Officer and Benefits Technician**

# External Relations and Foundation...

## External Relations

- **Community College Public Relations Organization Awards:**
  - College Promotional Video, Long Format – *Silver*
  - Manipulated Photo – *Silver*
  - Annual Report, Division B – *Bronze*
- **Events:**
  - Vaccination Clinics
  - Groundbreaking Ceremony
  - State of the College – October 14<sup>th</sup>
- **In the News**
- **Partial new location for External Relations**

## MC Foundation

- \$1M Susie Downey gift, LRC
- Potential new donor—coming soon
- Employee Giving – Mini Grants



# Office of the President

- **Educational Master Plan and Strategic Plan**
    - Year 4
    - Two new goals:
      - Innovation
      - Diversity, Equity, and Inclusion
  - **Review Mission Statement, Vision, and Core Values**
- **Communication**
    - Brown Bags
    - Forums
    - Coffee and Conversations
  - **Announcing...**
    - Leadership Academy Opportunity
    - Lunch and Learns
    - DEI Event, Brandon Leake from AGT
    - Made in Merced Competition
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# Organizational Alignment Changes

*Cabinet*



# Administrative Services Reorganization

## Driving Factors

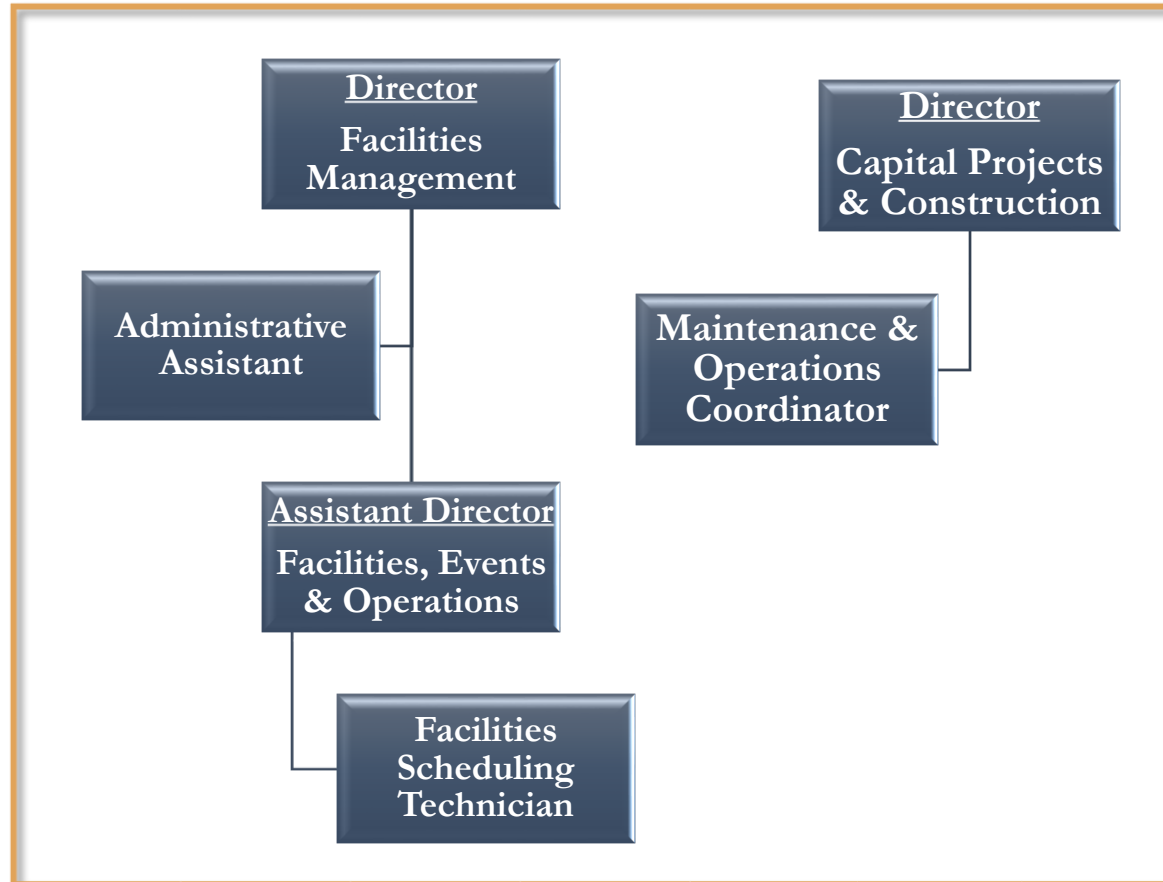
- Fragmented reporting structure
- Communication challenges among existing departmental staff
- Events staff works closely with custodial and grounds staff but they all report to different managers

## Goals

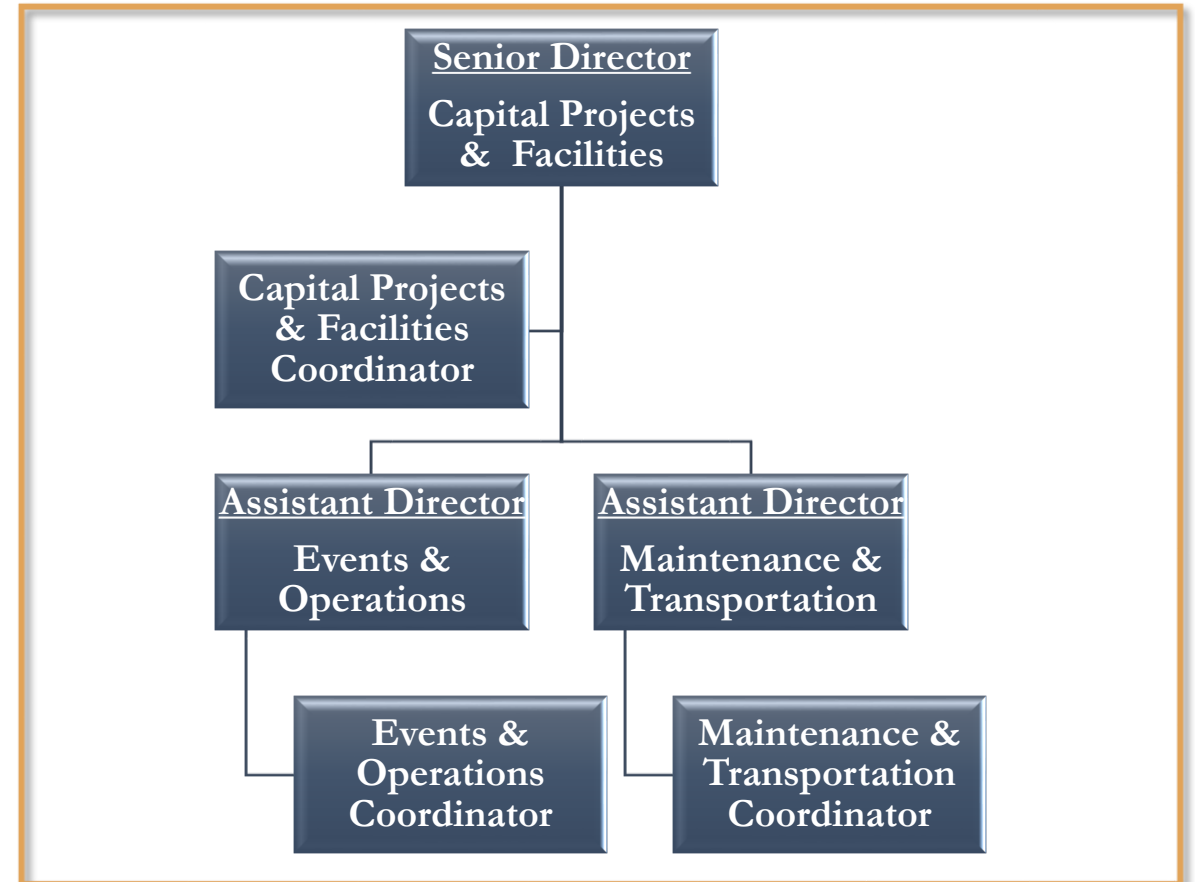
- Streamline our reporting structure to improve services to the campus community
- Enhance planning and continuity of operations between departments
- Create District budget savings
- Establish clear lines of communication among staff

# Administration Services Proposed Reorganization

## Current Structure



## Proposed Structure



# Administration Services Proposed Reorg Fiscal Impact

## Proposed Administrative Services Reorganization

Current Position Title	Current Range & Step	Current Range	New Position Title	New Range	New Range	Total Annual Cost/(Savings)
Director, Facilities Management	1-9	Mgmt 1	Asst. Director, Maintenance & Operations	13-3	Mgmt 13	(\$60,961)
Director, Capital Projects & Construction	1-7	Mgmt 1	Senior Director, Capital Projects & Facilities	A-5	Mgmt A	\$12,886
Asst. Director, Facilities, Events & Operations	14-10+1%	Mgmt 14	Asst. Director, Events & Operations	13-10+1%	Mgmt 13	\$2,649
Facilities & Operations Coordinator	25-2	Classified 25	Capital Projects & Facilities Coordinator	25-2	Classified 25	\$0
Facilities Scheduling Technician	21-7+7%	Classified 21	Events & Operations Coordinator	23-7+7%	Classified 23	\$5,254
Administrative Assistant	20-3	Classified 20	Maintenance & Transportation Coordinator	23-1	Classified 23	\$4,020
						(\$36,152)

# Instructional Reorganization

## Driving Factors

### Distance Education:

- Growth in Distance Education
  - 10% online pre-pandemic
  - 50% of courses are online for spring 2022
- New MC Online pathways
- Focus on innovative practices in teaching and learning
- More professional development for faculty with new technology

### Rising Scholars:

- The Rising Scholars program continues to grow for currently and formerly system impacted students
- Opportunities to increase education programs in collaboration with Sheriff's department, Jail and Probation and Juvenile Hall

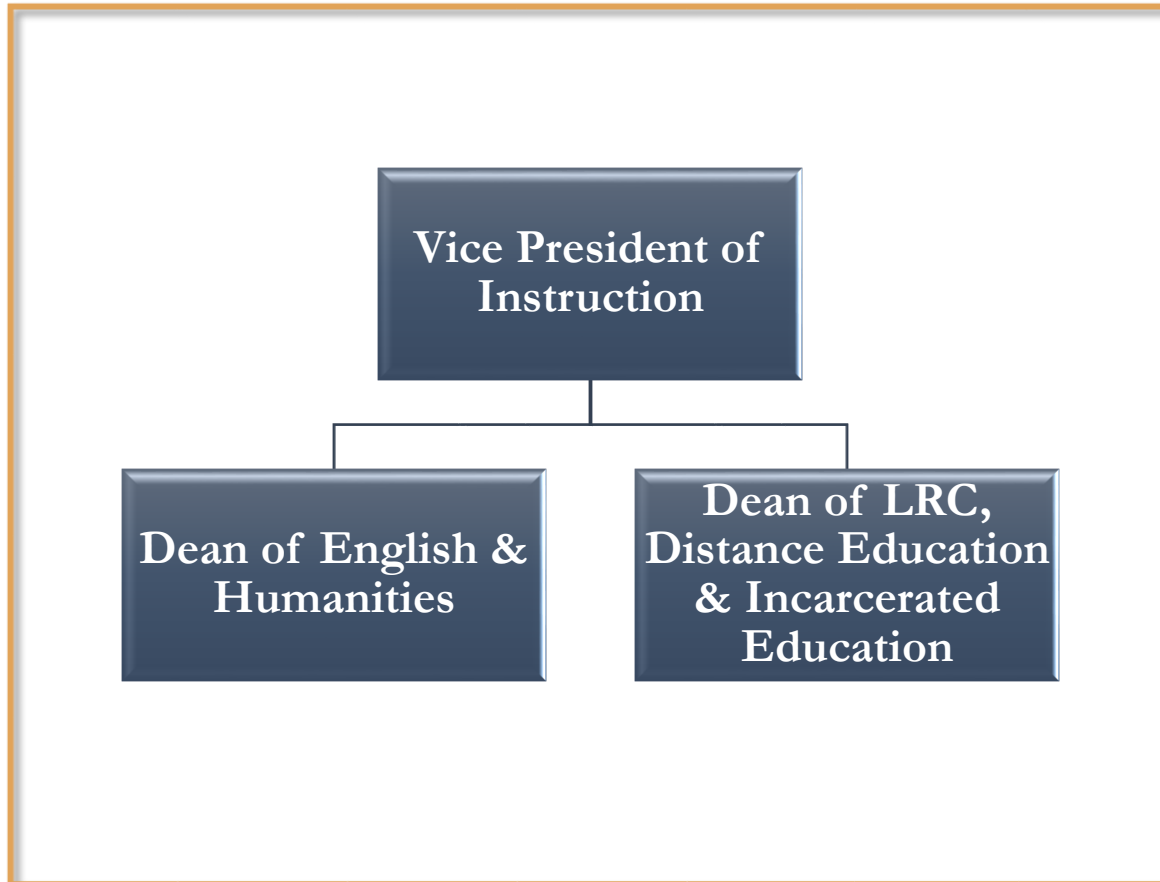
### Library

- Integrate library with other academic programs to increase collaboration and research skills across disciplines
- Provide daily operation and management oversight
- Drive innovative practices to better serve students in the library

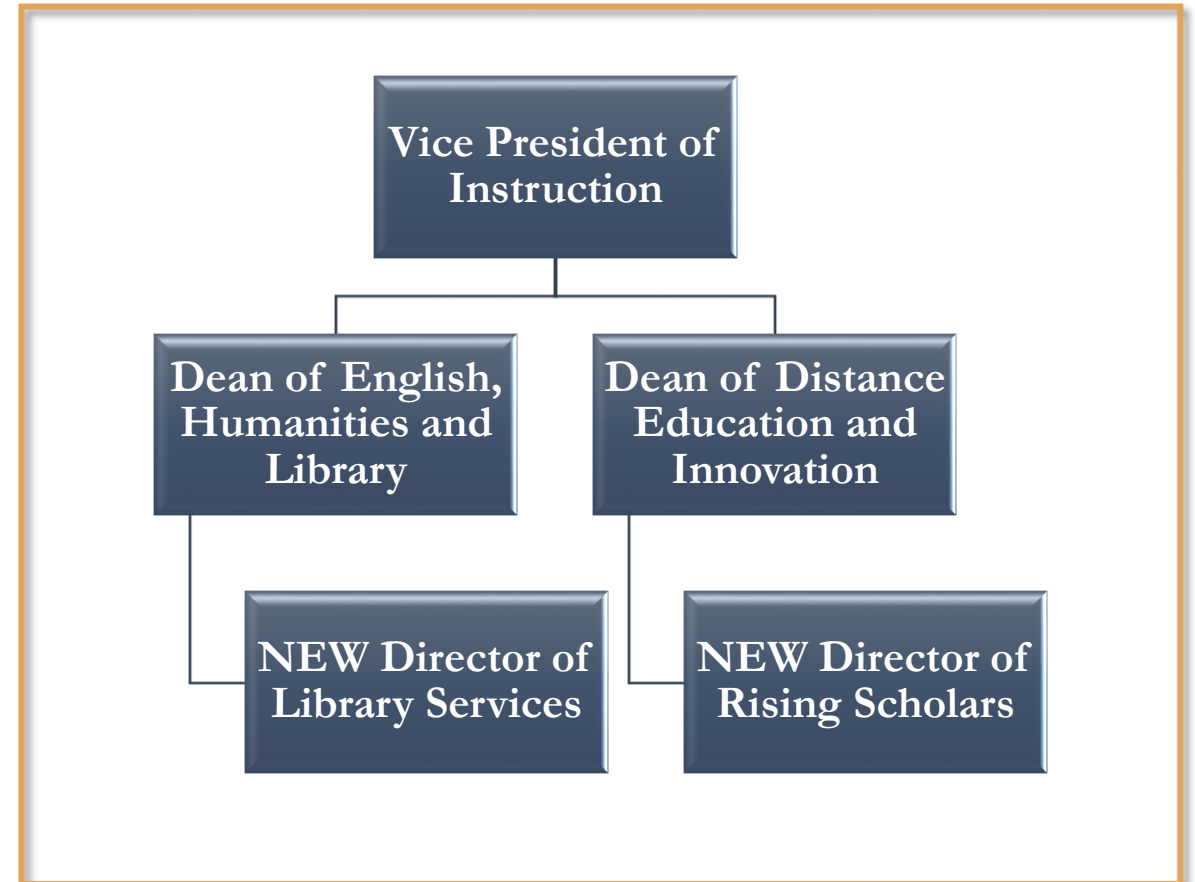


# Instructional Proposed Reorganization

## Current Structure



## Proposed Structure



# Instructional Proposed Reorg Fiscal Impact

Proposed Instruction Reorganization						
Current Position Title	Current Range & Step	Current Range	New Position Title	New Range	New Range	Total Annual Cost/(Savings)
Library Media Technician II	21-7	Classified 21	N/A	N/A	N/A	\$0
N/A			Director of Library Services	8-1	1	\$17,953
N/A			Director of Rising Scholars*	8-1	1	\$76,789
<i>*Potentially funded by state categorical funds; Still pending</i>						
<b>Total Salary Cost/Savings w/out categorical funding</b>						<b>\$94,742</b>
<b>Total Salary Cost/Savings w/ categorical funding</b>						<b>\$17,953</b>



# Student Services/Athletics Reorganization

## Driving Factors

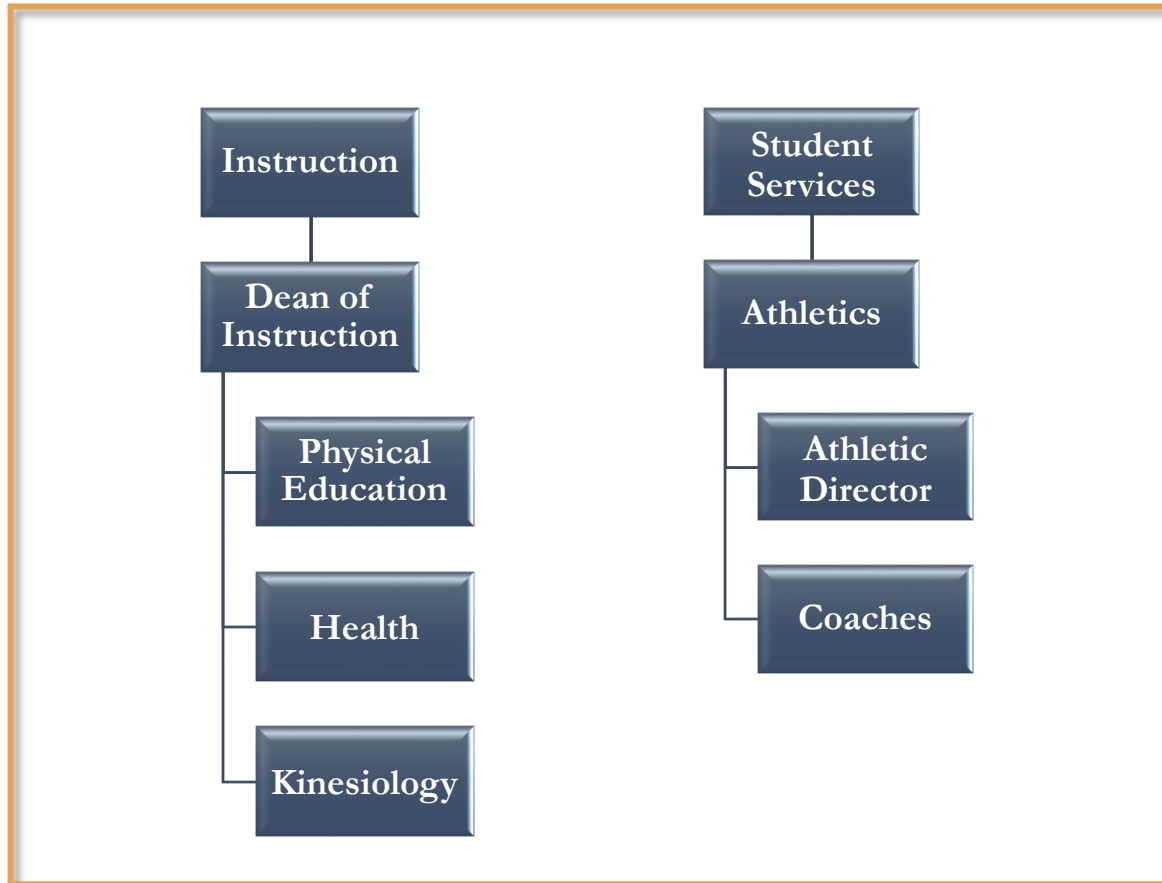
- Athletics reports to Student Services
- Kinesiology, Health, Physical Education reports to Instruction
- Compliance issues for community college athletics continue to increase
- Current athletic director performs the role via stipend
- COVID-19 has created need for increased oversight

## Goals

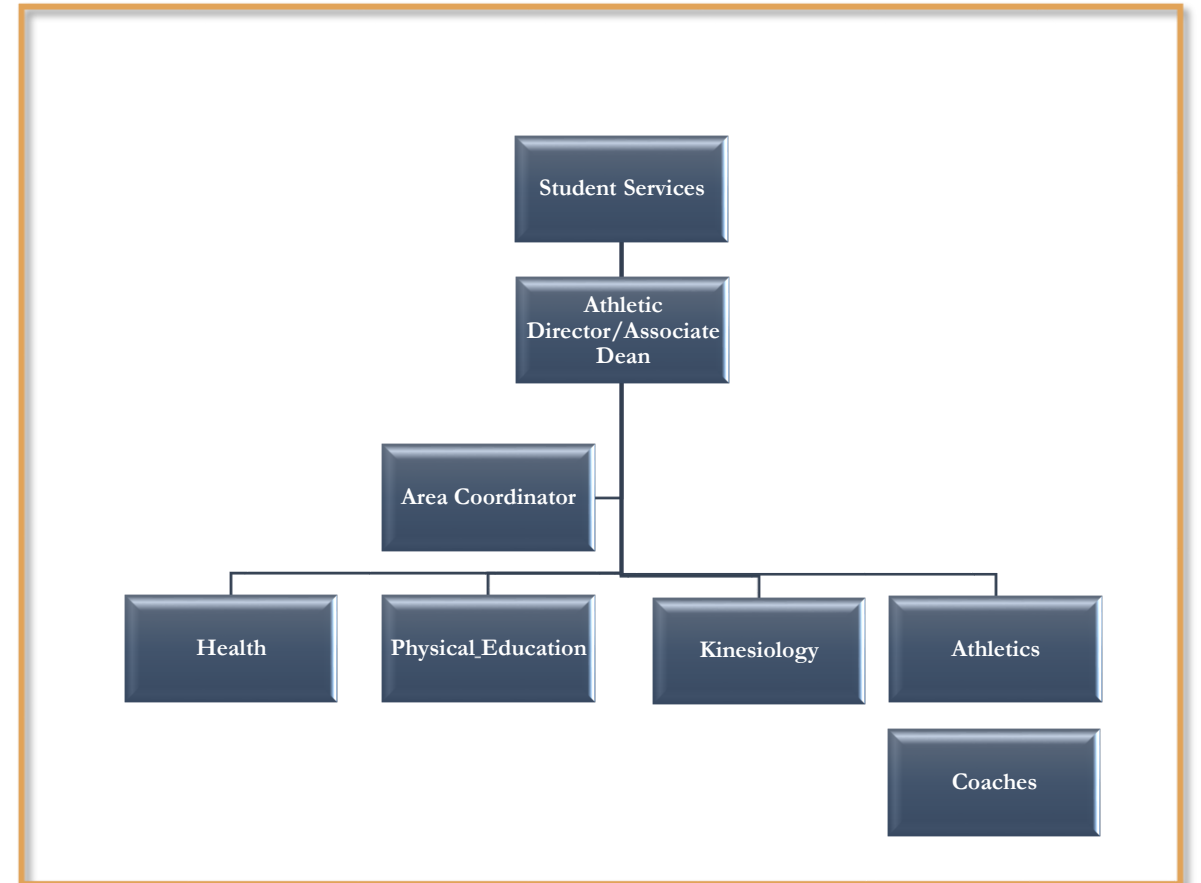
- Create continuity for athletic programs, instructional programs, faculty, and classified professionals
- Increase oversight of day-to-day operations
- Create long-term goals and stability for athletics
- Develop clear reporting structures
- Ensure District sustainability

# Student Services/Athletics Proposed Reorganization

## Current Structure



## Proposed Structure



# Student Services/Athletics Proposed Reorg Fiscal Impact

## Proposed Student Services Reorganization

Current Position Title	Current Range & Step	Current Range	New Position Title	New Range	New Range	Total Annual Cost/(Savings)
Head Football Coach	1-9	Faculty III-10	Associate Dean/Athletic Director	AD-1	Mngmt Asst Dean/Athletic Director-1	\$16,997
Instructional Support Technician	22-6	Classified 22	Head Football Coach*	TBD	TBD	TBD*
Athletic Director	N/A	N/A	COVID Support	Stipend	Stipend	(\$10,000)
<i>*TBD; Pending MCFA negotiations and agreement Projection should not significantly impact total annual cost/savings</i>						\$6,997



# Office Moves Update

*Joe Allison*



# Recap of Task Force Recommendations

Recommendation 1: Develop remote work policy and administrative procedures

Recommendation 2: Implement a process for employees to request to work remotely

Recommendation 3: Pursue further analysis of potential shared workspaces for remote workers

**Recommendation 4: Solicit input from the Leadership Team to identify current programs/offices that could move to new locations:**

- Ensure that programs and office locations align with the organizational structure of the District
- Determine resources needed to transition programs/offices to new locations
- Establish process to determine best use of vacated spaces

## Recommendation 4:

### Ensure that programs and office locations align with the organizational structure of the District

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- Significant emphasis was placed on the task force recommendation to move faculty in disciplines and like-disciplines to same location
- Clusters and locations for disciplines/programs have been identified
- Tentative transitions/new office spaces have been drafted
- Goal is to minimize actual moves as much as possible
  - *Warning: This has proven to be very difficult*
- Next step will be to have each deans meet with their respective cohorts to review the proposed plan for discussion and feedback



# COVID 19 Update

*Kelly Avila*



# COVID-19 Response Update

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- **New COVID Response Team actively conducting contact tracing and streamlining processes**
  - All team members are hired as temporary employees
  - Rachel Grace is serving as the COVID Response Manager
- **New online COVID reporting mechanism for both student and employee positive cases (email sent to campus with link)**
- **Merced College cases reflect community trends: we have plateaued at a higher rate than in the past**
  - Since September 8, 2021, Merced College has had 19 positive cases and 37 exposures; No reported workplace outbreaks.



*Rachel Grace*

# Discussion / Q&A

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