



President's Advisory Council MINUTES

October 12, 2016
Approved

MEMBERS Chair: Greg Schulz **Deans:** Dan Willoughby **Management:** Cyndi Grein, Jennifer LaBounty
Faculty: Josh Ashenmiller, Robert Bye, Pete Snyder, Marcus Wilson **Classified:** Ericka Adakai, Sharon Kelly
Associated Students: Nikolaus Diehr, Taylor Gaetje **Resource Members:** Carlos Ayon, Gilbert Contreras,
Rodrigo Garcia, Lisa McPheron **Absent:** José Ramón Núñez

HOUSEKEEPING

1. **Agenda:** The agenda was accepted as presented.
2. **Minutes:** Minutes from the September 28, 2016 meeting were accepted with minor corrections.

OLD BUSINESS

1. **Action on PAC Recommendations** – There were no PAC recommendations on which action needed to be taken.
2. **Student Learning**
 - a. **Addressing the Needs of Underprepared Students:** Vice President Contreras reported on several items. The campus food bank has seen an increased number of students this semester. The possibility of institutionalizing the food bank and increasing support are being examined. Student Health Services is expanding crisis counseling services to meet a growing demand. Guest Dr. Ronni Sanlo spoke at the recent LGBTQ forum and Dr. Sanlo will facilitate an LGBTQ Safe Space Training for campus leaders Friday, 10/14. Associated Students is preparing for Homecoming with events on the quad planned for tomorrow. The Counseling Department hosted professional development sessions. Facilitators included Dr. Carol Mattson, Jean Costello and Kristine Nikkhoo.
 - b. **Curriculum:** There was no report for this item; however, Dr. Schulz reported Curriculum Committee members are hard at work getting information to the board and to the State for next year.
 - c. **SLOs:** There was no report for this item.
 - d. **Other:** There was no report for this item.
3. **Accreditation:** There will be three Self-Evaluation Report (SER) feedback forums starting this afternoon. President Schulz discussed the process to date and the timeline going forward. Doug Eisner reminded the group that we are in the beginning stages of the report and the SER is a rough draft only. ACCJC has given three site visit dates to the college. We are coordinating a date with Cypress College. Tentatively we are looking at the week of October 9, 2017.
4. **Budget:** Interim Vice President Garcia presented a state budget update, noting the state is looking for 2% growth in FTES next year. An initial draft of the Board of Governors-approved 2017-18 system budget request is being submitted to the Governor. Garcia distributed a Community College Update which included information on August revenues and a list of top funding requests. He reiterated this is an initial request and very much a draft. Final numbers will not be known until next spring.
5. **Institutional Effectiveness:** Last spring the College submitted an HSI STEM grant proposal and it was not funded. An opportunity for a Title V HSI grant may be available in Spring 2017. Last week the College submitted an NSF Advanced Technological Education grant proposal requesting about \$750,000 over three years to enhance CIS cyber security programs. Results of the pilot drop down survey, which asks students why they drop courses, will be shared with Faculty Senate at their next

meeting for feedback and eventual recommendation to be forwarded to PAC. President Schulz, Faculty Senate President Snyder, and Director Ayon had a phone conference with Matthew Lee re IEPI PRT process and targeted some preliminary dates in February for the first visit and preliminary dates in March for a second visit, about six weeks apart. Once PRT members are assigned, the dates will be confirmed.

6. **Fullerton College Mission Statement:** The council approved the formation of a workgroup which will consist of two voting members from each constituent group and one alternate. It was decided council members will poll their constituents again and each group will submit the names of two participants and one alternate to the President's office before the next PAC meeting. President Schulz said we are looking for a manageable workgroup and we will need to set a goal for the workgroup and give them direction to proceed.
7. **Distance Education Advisory Committee Strategic Plan 2016-2020:** This item was tabled at the request of Faculty Senate President Pete Snyder and will be on the agenda for the next meeting.

NEW BUSINESS

1. **Institutional Integrity Committee (IIC):** Faculty Senate, Senate Exec and the accreditation committee formulated a new committee and determined the function and areas to be covered by this committee, (Institutional Integrity Committee). They drafted the mission, functions, reporting structure, co-chairs and voting members and presented the idea to PAC for a first read. Faculty Senate hopes the committee will be adopted and start work as soon as possible. Voting members represent a broad range of constituents. Discussion was opened and questions were raised about the functions included on the committee description. The need for this committee arose from concerns raised while addressing Standard II of the self-study report for accreditation. Some good processes exist in the committee make-up; however, some already have an established process. President Schulz suggested PAC members review the information over the next two weeks and bring this back for more discussion at the next PAC meeting. Accreditation committee member Doug Eisner is concerned this needs to be established soon in order to meet the accreditation standard. He said we lack a set timeline to review campus documents. He cited the catalog review process, which is done annually and shared across a wide range of departments on campus, as an example of how this is done well. Members discussed the committee make-up and functions/duties of the committee, the campus/district publications printing approval process, making some changes to the proposal to properly correlate the mission and the functions, and the value of having such a committee. The document presented will be updated to reflect it is a draft and voting members groups will be updated to reflect proper constituent designations. President Schulz appreciates the discussion today and is looking forward to feedback at the next PAC meeting.

COMMITTEE REPORTS/MEMBER REPORTS/ANNOUNCEMENTS

1. President Schulz reported a districtwide CTE workforce development summit will be held October 21 from 9:00-3:00 at the district. More details will be shared with the campus later this week. The full-time faculty prioritization process is continuing. The current assumption is Fullerton will be hiring for an estimated 22 positions. The numbers may change depending on retirement notifications between now and the end of the semester. At last night's Board meeting, HR gave their annual presentation on Institutional Commitment to Diversity. The data will be shared on the district website. Diversity on the campus and across the district has been increasing and getting more in-line with our student population. Schulz encouraged everyone to read the report. Congratulations to our Campus Communications team. They attended the National Council for Marketing & Public Relations (NCMPR) conference in San Diego and our team was awarded eight Medallion Awards for NCMPR District 6. Reminder the Great Shakeout drill will be on October 20.
2. Classified Senate will be partnering with the Fullerton College Staff Development program and will assist in designing a plan for next fall with topics that address and assist Classified. This Friday, five Classified Senate members will be attending the 4CS regional retreat. A primary topic of interest is the importance of Classified in the accreditation process.

3. Associated Students is interested in providing their input on the Mission Statement. Everyone is encouraged to attend the sustainability workgroup meeting on October 17. Taylor Gaetje and a few other AS senators will be attending General Assembly for SSCCC in November. AS is exploring the idea of decals for downtown businesses that will offer discounts to Fullerton College students.
4. Faculty Senate is looking forward to hearing from Rodrigo Garcia and his work with the campus architect on a recommended sequencing list of projects. Faculty Senate Fall Plenary Session is November 3-5, 2016.
5. Deans have been working on faculty prioritization. Assessment procedures are changing. Current Compass testing for English, Reading, ESL and Math will expire in November and starting December 1 Fullerton will be using Cypress's assessment testing to fill the gap until Common Assessment completes trial testing and is available.
6. DMA is working on a survey to be sent to all managers to gather information for future staff development topics and for the managers' retreat.

Adjournment: 4:00 p.m.

Melinda Taylor, Recording Secretary