



# President's Advisory Council MINUTES

October 28, 2015  
Approved

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**MEMBERS Chair:** Greg Schulz **Present:** **Deans:** Dan Willoughby **Management:** Cyndi Grein, Jennifer LaBounty **Faculty:** Robert Bye, Pete Snyder, Marcus Wilson **Classified:** Ericka Adakai, April Ramos **Associated Students:** Daphne Ruiz **Resource Members:** Carlos Ayon, Savannah Jones, Lisa McPheron  
**Absent:** Sam Foster, José Ramón Núñez, Thor Roe, Richard Storti

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## HOUSEKEEPING

1. **Agenda:** The agenda was accepted as presented.
2. **Minutes:** Minutes from the October 14 meeting were accepted as presented.

## OLD BUSINESS

1. **Action on PAC Recommendations –** Interim President Schulz accepted the council's recommendation for the following items:
  - a. Recommendation to purchase modular classrooms (buildings 1955-1960);
  - b. Recommendation to provide funding for instructional equipment identified through Program Review in the amount of \$717,760;
  - c. Recommendation to allocate \$40,000 of carryover funds for the installation of 3 EV Charging Stations;
  - d. Recommendation that EV charging should be provided free to users.
2. **Student Learning**

**Addressing the Needs of Underprepared Students:** Interim VP Jones requested "underperforming" students be included with this item. She and Director Ayon will examine data pertinent to this item and bring information to PAC.

**Student Learning - Curriculum:** There was no update for this item.

**Student Learning - SLOs :** There was no update for this item.

**Student Learning - Other:** There was no update for this item.
3. **Accreditation:** Interim VP Jones and the Accreditation team met with Associated Students and, using the template provided by Accreditation co-chair Danielle Fouquette, outlined the four standards for the students as the accreditation team continues their campus road show. Accreditation Standard II A co-chair Dan Willoughby presented an outline of the Standard II A workgroup (open to additional participants) and highlighted the following areas: instructional programs; areas of possible concern (e.g., Distance Education, use of SLOA data, acceptance of GE credit courses taken at other campuses, documentation/evidence of processes and procedures); practices, policies and procedures at Fullerton College that help ensure we meet this Standard; and what process Standard II A has made to date. Following this presentation, Standard II B and C co-chairs, Dani Wilson and Joe Carrithers, presented information to PAC on this Standard, including campus-wide services and practices, policies and procedures at Fullerton College that are addressed in this Standard, their team membership (which includes managers, faculty, Classified and students), and progress made by this team. Schulz acknowledged and expressed appreciation for the student participation on each Standard team and Carrithers confirmed there are two students on each team and they attend meetings when their schedules allow.
4. **Budget:** There was no update for this item.
5. **Planning:** Fullerton College Strategic Plan 2015-2017 – Faculty Senate representatives would prefer more time to address the plan with the senate; however, the 2015-2017 plan needs to be presented to the Board at the November 24 Board of Trustees meeting. Since the plan is a work-in-

progress and subject to on-going revisions, Marcus Wilson suggested the council approve the documents as is today but allow Faculty Senate to reserve the right to revise the document later. It was acknowledged that faculty have seen the document at the department level and portions of the plan were written by the deans with faculty input. The council accepted the Fullerton College 2015-2017 Strategic Plan.

#### NEW BUSINESS

***Institutional Review Board (IRB):*** The purpose of the Institutional Review Board (IRB) was reviewed and some of the history of the IRB at Fullerton College and the relationship of IRB to PAC and Faculty Senate was discussed. Faculty Senate recently voted to remove the IRB from their purview. Robert Hyde explained the IRB, as an official Board, is registered with the government and in the past fell under the Office of Institutional Research. Over time and with changes in personnel on campus, the IRB was not officially housed anywhere and fell to Faculty Senate. Hyde provided printed information from the HHS.gov website, Code of Federal Regulations, and suggested that if the IRB is to accept any grant money, it should report to the President as this brings legal responsibilities as described in the document provided. (Following the discussion it was suggested that the document be sent electronically to PAC members for review before the next PAC meeting). Hyde suggested that the IRB be housed with the Office of Institutional Research and Planning. Following the discussion, Schulz shared that he will review the IRB documentation, consider proposed structures and share an update with PAC members at the next meeting.

#### COMMITTEE REPORTS/MEMBER REPORTS/ANNOUNCEMENTS

1. Interim President Schulz announced the PAC meeting originally scheduled for November 11 has been cancelled due to the Veterans Day holiday. The next meeting is scheduled for November 25th. Council discussed the possibility of cancelling the November 25 meeting and if there are no pending or time sensitive agenda items the meeting will be cancelled. The Fullerton College Annual Report, Institutional Effectiveness Report and Strategic Planning documents will be presented to the Board of Trustees on November 24 and all are invited to attend the meeting. A community forum for Measure J and Facilities planning was held last week on Tuesday afternoon and Wednesday evening. Schulz thanked everyone for attending and stated that the feedback from the community was very positive. The Trustees also complimented the campus on the tone and direction that the campus forums took. An updated image from DLR (campus architect) will be posted on the website in the future. Schulz shared an update with PAC on the Police Academy. The college is working closely with POST to verify that last year's cohort (Class 44) is certified/approved by POST. Faculty and staff from Counseling, Financial Aid, Admissions and Records and other departments are working to assist students from Class 45 following the certification suspension. FCPA Staff continue to assist students with the options available to them.
2. Daphne Ruiz reported the most active club on campus, undocumented students, is requesting 6-10 Financial Aid workshops geared toward Dream Act students. After discussion, VP Jones will take the request to Director Greg Ryan.
3. Pete Snyder reported Faculty Senate is reviewing the request by the Academic Senate for California Community Colleges to endorse the recommendations of the California Community Colleges 2015 Chancellor's Office Task Force Report on Accreditation.

Adjournment: 4:00 p.m.

Melinda Taylor, Recording Secretary