



# President's Advisory Council MINUTES

December 11, 2013  
Approved

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**MEMBERS Present:** *Chair:* Rajen Vurdien *Deans:* Ann Hovey *Management:* Darlene Jensen, Olivia Veloz  
*Faculty:* Robert Byde, Sam Foster, Rolando Sanabria, Alix Plum-Widner *Classified:* Ericka Adakai, April Ramos  
*Associated Students:* Jose Solano, Alex Trigueros *Resource Members:* Jamail Carter, Toni DuBois, Terry Giugni  
**Absent:** Claudette Dain

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## HOUSEKEEPING

1. **Agenda:** The agenda was approved as presented.
2. **Minutes:** The minutes from the November 13, 2013 meeting were approved as presented.

## OLD BUSINESS

1. **Action on PAC Recommendations:** There were no recommendations for this item.
2. **Student Learning – Addressing the Needs of Underprepared Students:** No Report.  
**Student Learning - Curriculum:** Dr. Giugni recognized the hard work of the Curriculum Committee during the fall semester. Five transfer degrees were submitted to the state and a total of 76 courses needing CID approval were processed through DCCC and scheduled for the January 2014 Board agenda.  
**Student Learning – SLOs:** The SLO Committee is researching the purchase of an electronic repository and data analysis software for Student Learning Outcomes and Service Area Outcomes. The committee plans to present their recommendation at Convocation, with faculty from local colleges currently using the software on hand to discuss the software and answer questions.
3. **Accreditation:** A draft of the mid-term report was submitted to the Board and the District at last night's Board meeting. A copy will be sent to Faculty Senate President Sam Foster for distribution to faculty the last week of January. Dr. DuBois will also send a copy to management representatives and deans. The final report is scheduled to go to the Board in February for signatures, well ahead of the March 15 deadline to ACCJC.
4. **Enrollment Management:** The second meeting of the committee was cancelled; however, the committee has "homework" over the break when they will be comparing enrollment management plans from other colleges.
5. **Budget:** There was no update on this agenda item.
6. **Research:** Dr. Carter reminded the Council about the Brain Planning Retreat scheduled for January 22, 2014. He said that to date, ten participants have returned their survey responses and he asked that the remaining attendees complete and submit their surveys so their feedback can be included and used for the retreat. Anyone needing KPI data should contact his office.
7. **Staff Development Committee:** Sam Foster reported there has been no interest in the position of Staff Development chair and Faculty Senate is looking at other options.
8. **Classified Staff Hiring Process:** Dr. DuBois is working with the task force to develop a clear and transparent Classified Staff hiring process.
9. **Diversity Committee Update and Recommendations:** Council members were previously asked to discuss the Campus Diversity Action Plan with their constituent groups, specifically the idea of merging the Campus Diversity Committee and the Student Equity Committee, and then bring their responses back to PAC. Faculty Senate does not want to merge the two committees. Council discussed the issue, concerns were raised, one of which is that one committee deals with equity and the other committee with diversity. Dr. Vurdien decided the two committee chairs should meet,

discuss and determine their operations and report back; however, there currently is no Student Equity Committee chair. Sam Foster will call a meeting of the committee and have them select a chair at their first meeting. This meeting will be held the second Thursday in February (February 13, 2014).

#### NEW BUSINESS

1. **Report from Student Success Committee:** The student Success Committee chairs (Lynnette Pratt and Dan Willoughby) presented the committee's Fall 2013 Report to the council. The report was the culmination of last year's evaluation process of selected student success programs at the college. The committee recommended that the seven programs evaluated review the data and consider certain suggestions for future planning. The Council agreed that all of the programs evaluated will consider each of the recommendations (listed in the report) and report back to PAC with their responses sometime during the spring 2014 semester.
2. **PBSC Recommendation for the Allocation of Funds for the Non-Instruction Program Review Resource Requests:** As the co-chair of PBSC, Dr. Carter reported that while there is a total of \$100,000 available to allocate to Program Review resource requests, PBSC is putting forward 11 requests totaling \$83,450. He distributed a handout detailing the requests being recommended by PBSC. After Council discussed the requests, the following was decided:
  - Item #3 (Systems Technology Services, Training) and Item #4 (Systems Technology Services, Other) raised questions and therefore will be held until more information is provided, then brought back to PAC in February. (Any questions on items 3 and 4 are to be e-mailed to Dr. Carter);
  - Item #10 (Financial Aid, Facilities) will be removed from this list. Dr. Vurdien and the VPAS will discuss funding this item with College funds rather than with Program Review funds);
  - Items 1, 2, 5, 6, 7, 8, 9 and 11 were approved by PAC for funding.

#### COMMITTEE REPORTS/MEMBER REPORTS/ ANNOUNCEMENTS

1. Dr. Vurdien thanked all for a wonderful year. The Centennial is going forward, we have successful transfers and the climate at Fullerton College is positive. Happy New Year!
2. Andrea Hanstein reminded everyone the Futures Conference will be on January 31 from 8:30-6:00.
3. Alix Plum-Widner announced the Football State Championship game on Saturday in northern California. The busses carrying the team and the cheerleaders will leave Friday for Butte Community College in Oroville. There will be a send-off at 7:45 a.m.
4. Olivia Veloz reported there was a low turnout for the DMA event last Friday. She also reported DMA discussed a 2% on-schedule increase and a 1.5 off-schedule.
5. Ericka Adakai announced that Efrain Villanueva was recognized at last week's Classified Senate Meet and Greet. She also announced there will be a cookie exchange next week.
6. Sam Foster said Faculty Senate wanted to acknowledge and thank Coach Tim Byrnes on his outstanding work and said that Kathy Hughes is a Hayward award nominee for outstanding adjunct.
7. Darlene Jensen said there were 120 participants at the first INCITE holiday program for athletes without family in the area. It was a great success. Dr. Doffoney opened his home to four students on Thanksgiving. She also announced the food drive sponsored by MECHA helped 350 families and the Veterans' group sent 100 gift boxes overseas. She noted students were absent from today's PAC meeting due to finals but said we now have a fully trained senate.

Adjournment: 3:55 p.m.

Melinda Taylor, Recording Secretary