



President's Advisory Council Revised MINUTES

March 9, 2016
Approved

MEMBERS Chair: Greg Schulz **Deans:** Dan Willoughby **Management:** Jennifer LaBounty **Faculty:** Robert Byde, Sam Foster, Pete Snyder **Classified:** April Ramos **Associated Students:** Nikolaus Diehr **Resource Members:** Carlos Ayon, Savannah Jones, Jose Ramon Nunez, Lisa McPheron, Richard Storti **Absent:** Ericka Adakai, Cyndi Grein, Daphne Ruiz, Marcus Wilson

HOUSEKEEPING

1. **Agenda:** The agenda was accepted as presented.
2. **Minutes:** Minutes from the February 10, 2016 and February 24, 2016 meetings are not complete and will therefore be reviewed for approval at a later meeting.

OLD BUSINESS

1. **Action on PAC Recommendations –** There were no PAC recommendations on which action needed to be taken.
2. **Student Learning**
Addressing the Needs of Underprepared Students: Vice President Jones discussed the CCLC Equity Summit in Riverside she recently attended. The conference focused on the need to consider all students who are not doing well academically, not just the underprepared students who are typically deemed at risk; therefore, consider students who are not categorized as “at risk” but who are underperforming. Dr. Núñez agreed with Dr. Jones and suggested students should be listed as ‘underperforming’ and that we should eliminate the ‘underprepared’ term. Dr. Jones cited the number of groups within the Asian ethnic student population as an example of some who may be overlooked, often because Asian students are generally all thought of as high performers.
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:** Danielle Fouquette gave an update to the proposal for developing Student Achievement Standards and Improvement Plans, in regard to Accreditation Standard 1 B 3 and originally presented at the February 24, 2016 PAC meeting. Members of the accreditation steering committee met on February 28, 2016 to discuss how Fullerton College can establish performance standards for student achievement and develop a protocol for monitoring, analyzing, and responding to achievement data. This modified proposal, Performance Standards Plan Workgroup Proposal, was distributed to the group and shows a more hands-on role for PAC. It involves PAC authorizing a Performance Standards Workgroup and outlines for the workgroup the performance standards, protocols and a process for distributing and explaining information, the solicitation of feedback from specific groups, and the submission of a final plan for PAC approval. A timeline is included in the proposal, and Fouquette stressed the importance of adhering to the timeline in order to meet already determined deadlines. It is expected the workgroup will mimic shared governance committees’ make-up; however, the number of representatives varies according to each committee. If the group is too big, it becomes too cumbersome to manage. The group discussed the possible make-up of the group, including the following: one academic dean and one non-academic dean; a recommendation of eight people in total; the importance of including the perspective of non-

academic managers. Fouquette summarized the discussion: one manager from non-academic area, a dean, maybe one or two faculty from the tech/vocational area. It was pointed out if it is a committee of 12, probably eight will regularly attend which keeps it to a manageable size. Interim President Schulz stated he values the fair representation and is interested that this group is empowered to meet these deadlines but he is concerned about the spring timeline. He suggested the possibility PAC take on the responsibility and add a technical manager and/or faculty. It was then suggested it may be too much for PAC to take on and, while spring is busy, something needs to happen before the end of the semester in order for work to start before fall. The question was raised how to other colleges meet this requirement? Some have an Institutional Effectiveness committee that can take this on but Fullerton College does not have this committee. We need to create that mechanism. It was also noted that if PAC takes this on, there isn't a second set of eyes to give final approval. After discussion, it was decided to accept the proposal and the workgroup make-up will include three representatives from each group (faculty, managers, classified and students) and the group will add "resource members" as needed. The timeline was changed from the end of April to May and accepted by the group.

4. **Budget:** Vice President Storti announced the Budget Allocation forum next Tuesday, March 15 will be at 3:00 in room 229. Richard and Rodrigo Garcia will lead the forum. The forum will address the allocation model and, specifically, how the model works and how decisions are made at Fullerton College. Storti then presented two recommendations from PBSC: (1) to increase the FY 2015/16 Staff Development budget from \$75,000 to \$147,817 and the FY 2016/17 annual budget from \$75,000 to \$125,000. Staff Development has experienced increased costs as a result of eLumen training, increased adjunct training, and increased travel costs. After discussion, a motion was made and all were in favor of accepting the PBSC recommendation. Storti then presented a second item that came as a result from discussions with PBSC and the facilities workgroup about how user groups arrive at decisions and sign off on a plan but, if plans change, user groups' input is not sought following the changes. PBSC proposed a Building Design Approval Process. Input from the ultimate users of new building projects and the renovation of existing buildings is essential to ensure buildings meet the needs and specifications of users. Input from user groups needs to be fully vetted and finalized by user groups prior to being submitted to architects to avoid unnecessary design changes and increased architectural and construction costs. Once that happens, the architect will prepare plans and the user group would sign off on the final plan. If approved, this procedure will be included in the Integrated Planning model. How do we determine who the final users are? Members supported the concept; however, there is a need to agree before sign-offs who the users are and, therefore, who will sign off on the new plan(s). Some areas are easier than others to determine the primary user. Storti suggested that, since this doesn't need to be decided today, the group should review the recommendation (provided in a handout) and return with suggestions at the next meeting. Dean Willoughby suggested the possibility of a user group and sub-user groups for the same rooms. Storti said this recommendation is for just the process and asked if it is the will of the group, approve the process today and have PBSC bring back a process for selecting user groups. Willoughby asked if he can take it to the deans for their input and bring it back before PAC approves the process. Following discussion, it was decided not to vote on the process today and to bring it back to the next meeting.
5. **Institutional Effectiveness:** Director Ayon reported the final 2016 Scorecard will be released on March 30th. The addition of a Skills Builder metric has been implemented with the 2016 Scorecard. Director Ayon reported on the IEPI Indicator Portal Webinar. Colleges/Districts will be required to set goals for eight indicators. Goals must be submitted by June 15th. Director Ayon will bring the information to PAC once it has been finalized.

NEW BUSINESS

Facilities Master Plan: Vice President Storti reviewed an updated map of the facilities master plan for the group. The original map showed a parking structure on the southeast corner of the campus (including tennis courts on top of structure). Concerns with the original map included the possibility of

cracking tennis courts on the roof top, heavy traffic on that corner, and the need for Maintenance and Operations (M&O) staff having to cross Berkeley in traffic every day to reach the main part of campus, were all issues that called for plan revision. Over the last year, the campus has held seven (7) open forums to inform the campus and community on our master plan. The campus hired a campus architect, DLR, to revise the master plan and we feel we are now ready to seek endorsements, approve the plan, and move forward. The updated map, revised by DLR now shows the parking structure relocated to the area west of the field house. This is a more central location, with access of one way traffic entering from the north side of Berkeley and exiting out the east side of campus onto Berkeley. The proposed structure will include a bridge for walking traffic from the structure to the 1400 building, eliminating the need for students to walk into traffic. The M&O building has been relocated to west of the new parking structure. The Welcome Center will move from the original location (in C lot) to the corner of Lemon and Chapman. The new instructional building will move to what is currently the parking lot between 1200-1400 buildings. A green area and the new STEM horticulture lab space will reside in the horticulture area. Work on the 300 and 500 buildings may start in the next 2-3 years, subject to the passage of a State Capital Improvement Bond. The next steps including sharing the plan with this group, taking it to constituent groups, and then bring back constituent feedback. He encouraged members to share the updated map with their constituent groups. Once we have support on campus, the plan is to take it to the Board of Trustees. Once the plan is accepted by the Board, it will take about a year for the Environmental Impact Report (EIR) to be completed. Schulz mentioned the status of Sherbeck Field completion, noting we are aware and respectful that there are neighbors who will not be happy with the completion of the field. This undertaking will be part of the process. Completion of the field is a part of our plan.

COMMITTEE REPORTS/MEMBER REPORTS/ANNOUNCEMENTS

1. Interim President Greg Schulz shared Carlos Ayon has completed the second round of paperwork for the Aspen award application. Thank you to Director Ayon and to all who contributed and worked on this, including Dean Doug Benoit, Dr. Chadwick, Deborah Perkins, Greg Ryan and Victor Manchik. Schulz provided an update on the Police Academy and the Commission on Peace Officer Standards and Training (POST), noting POST's recent decision to question the validity of the coursework provided to the 2014-15 academy class and the possibility of requiring a "gap training" to be provided by an outside agency. The College strongly disagrees with POST's decision and believes the 2014-15 academy class was provided with all of the required training, evidenced by POST's own certification and approval of the class. We remain committed to our alumni who graduated in the 2014-15 academy and are dedicated to reducing the impact that POST's decision will have on their lives. While we strongly disagree with POST's decision, we will continue to work professionally with POST in an effort to resolve this matter for the 2014-15 academy class as swiftly and efficiently as possible. As more details become available, they will be shared with the campus. Angel game ticket sales are going well, with 1300-1400 tickets of the 3000 available sold to date. Thank you to all involved. Last night our 7th board member was seated, Trustee Stephen T. Blount.
2. Jose Ramon announced the President candidate's Open Forum will be from 9:00-12:00 on Thursday, March 17. There are three final candidates and each candidate will speak and answer questions for 45 minutes. The forum will be live-streamed for those not able to attend. A link for the live-stream and a link for feedback in the way of comments will be on both the Fullerton College and the District websites. The deadline to send comments will be sometime the evening of March 17 (same day).
3. Pete Snyder reported Faculty Senate is working on a procedure for honorary degrees and distributed a draft which has been sent out for a first read. Once it is passed by Faculty Senate it will be forwarded to PAC for review and formal adoption.
4. Niko Diehr reported Associate Students is working out logistics for bus passes for students. A.S. hopes to have a resolution soon. A.S. plan to vote on the passes in their fall election.

Adjournment: 4:00 p.m.

Melinda Taylor, Recording Secretary