



# President's Advisory Council MINUTES

September 28, 2016  
Approved

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**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, José Ramón Núñez **Absent:** Lisa McPheron

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## HOUSEKEEPING

1. **Agenda:** The agenda was accepted as presented.
2. **Minutes:** Minutes from the September 14, 2016 meeting were accepted as presented.

## 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 Contreras announced the NOCCCD will host an information session district wide for former ITT students on October 7 from 5:30-6:30 p.m. Members of the Behavioral Intervention Team (BIT) are preparing to attend the National Behavioral Intervention Team Association meeting November and participate in the Campus Threat Management Institute. Dean Vergara facilitated a meeting for the NOCCCD Maxient Implementation Committee. Fullerton College is looking to launch Maxient during the Spring 2017 term. Maxient will assist Fullerton College with incident reporting, Title IX, BIT, Clery, and overall campus communication for student conduct and concerning students. There was a great turnout for yesterday's Latino Students Forum, including many Puente Program students.

Vice President Núñez distributed a copy of a letter from the CCC Chancellor's office regarding Integration and Alignment of SSSP, SEP, and BSI and discussed the need to integrate and align student success efforts. He requested the chairs of these initiatives meet with VP Contreras, Director Ayon and him to form a plan and get a head start on implementing the plan forthcoming from the Chancellor's office. There was a suggestion to use the current Student Success Committee as a starting point. Núñez asked that the executive committee of this group meet with the VPs and Ayon on Monday, October 3. Niko Diehr requested students be included in this group. This effort will be funded by the Chancellor's office. Classified representative Adakai suggested more transparency when new positions are created and filled as the workload of Classified are directly affected in the need to support and train staff placed in these positions. Adakai said that at the last Board meeting Trustee Lahtinen mentioned that all areas of the workforce have increased to former levels except Classified and the district is examining where we are deficient and how to fill those spaces to cover the workload increase.

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

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

**Student Learning - Other:** VP Núñez believes we were not awarded the HSI STEM grant as we have not heard anything back and others who were awarded the grant have been contacted. He distributed a Five Year Proposed Budget outlining expenses for STEM boot camps, student workers, marketing/advertising, benefits, materials and supplies. Núñez provided a list of dual enrollment courses being offered at local high schools for 2016-17 and said he is currently working with Placentia Yorba Linda Unified School District on a dual enrollment agreement to offer courses for

FTES at their campuses next spring. The council discussed challenges students face when they move from high school to college.

**Accreditation:** There will be three Self-Evaluation Report (SER) feedback forums next month: October 12, 13 and 14. It is critical everyone attend the forums and provide feedback on the SER. In yesterday's Associated Students meeting, students showed a strong interest in participating in the Accreditation process. A minimum of two-three students per Standard is desired and there is no maximum on the number of students allowed to participate for each group. President Schulz thanked the students for their interest. A notice will be sent campus-wide announcing when the SER is available for on-line review. Director Ayon requested managers be asked to allow Classified staff time to review the SER. Schulz requested a timeline with deadlines be brought to the next PAC meeting.

3. **Budget:** Interim Vice President Garcia reported the budget was presented to the Board on September 3, adopted, rolled into Banner and budget transfers have begun. He announced Catalina Olmedo is the new Interim Business Office Specialist. We are in the process of hiring a Capital Projects Manger. The position is expected to close October 5 and will be funded by redevelopment funds. The Environmental Impact Report (EIR) is moving forward and feedback forums are expected by mid-October. Districtwide utility mapping is starting next week on campus. We are monitoring the statewide bond, Proposition 51, which will directly affect funding of the college's revamping the 300 and 500 buildings. PBSC met two weeks ago and started discussing Instructional Equipment funding. Last year, one-time funding in the amount of \$1 million was set aside for technology and that money has not yet been spent.
4. **Institutional Effectiveness:** Director Carlos Ayon discussed the NOCCCD Student Success Scorecard 2016 which was presented at last evening's Board meeting. The Council of Chairs met last week and discussed document warehousing and integrating Basic Skills, SSSP, and Student Equity.
5. **Fullerton College Mission Statement:** In response to a request at the previous PAC meeting, Dean Willoughby presented a suggestion from the deans as a starting point for rewriting the college Mission Statement. He presented a sampling of college mission statements, a worksheet for generating a mission statement, and a draft mission statement from the deans. Classified Senate also discussed this at their meeting and recognized how much the campus has changed since the last mission statement was created. Classified did not put anything in writing but they are interested in participating in this process. President Schulz thanked the group and asked for discussion about establishing a workgroup. It was recommended both Danielle Fouquette and Doug Eisner be resource members on this workgroup (due to their positions on the Accreditation team). Schulz requested each council member bring names of workgroup members (representing each constituent group) to the next PAC meeting. This item will be on the next PAC agenda and a timeline will be set up for this workgroup.

## NEW BUSINESS

1. **Dr. Marshall:** Chancellor Marshall reviewed and discussed her 2016-17 goals. (A printed copy was distributed to the group and the goals are also available on the district website.) Dr. Marshall said one way to scale some of the high impact practices we are already doing is through innovation funds. Ayon remarked the campus currently lacks the ability to fund innovative ideas although we have Instructional Equipment funding and other specialized funding. Classified representative Ericka Adakai raised the topic of Staff Development ideas for Classified. Unlike their counterparts on campus who receive stipends and/or additional funding, Classified have little incentive to participate in professional development. She is working with Staff Development Chair Jeanne Costello on a way to track hours and encourage professional development for Classified Staff and they hope to roll out something next fall. Schulz thanked Dr. Marshall for coming today and announced she will be on campus tomorrow morning for the Coffee with the Chancellor and the Trustees, 10:00-11:00 a.m. in room 224.
2. **Distance Education Advisory Committee Strategic Plan 2016-2020:** Faculty Senate President Pete Snyder thanked Marcus Wilson and Angela Henderson for their efforts on the Distance Education Advisory Committee Strategic Plan 2016-2020. He asked for PAC's endorsement once the plan has been reviewed and said questions, suggestions and comments are welcome. Thank you to the committee for putting this together. Marcus Wilson said this plan was last year's goal and this year's goal is to come up with best practices. President Schulz thanked the committee and asked that this be brought back to the next meeting

for feedback (if needed) and acceptance. Snyder commended the committee, saying on short notice the Distance Education committee addressed over 90 items in the accreditation standard and they are preparing a Distance Education document for the accreditation report which will be ready sometime late October, following the feedback forums. An electronic version of the DEAC Strategic Plan will be sent to all council members this week.

### **COMMITTEE REPORTS/MEMBER REPORTS/ANNOUNCEMENTS**

1. In lieu of a report to PAC, President Schulz will forward an electronic copy of last night's President's Report to the Board to council members.
2. VP Garcia reported on one-time funding needs and said that PBSC did not meet last week so more news will be coming from PBSC following their next meeting, October 5, 2016.
3. Associated Students reported Homecoming plans are being finalized, their elections conclude tomorrow and ballots will be counted on Friday. More than 2600 ID cards were printed the first week of school.

Adjournment: 3:58 p.m.

Melinda Taylor, Recording Secretary