President’s Advisory Council
MINUTES


HOUSEKEEPING
1. Agenda: The agenda was approved as presented.
2. Minutes: The minutes from the December 11, 2013 meeting were approved as presented.

OLD BUSINESS
1. Action on PAC Recommendations - PBSC Recommendation for the Allocation of Funds for the Non-Instruction Program Review Resource Requests: VP Richard Storti reviewed the two requests tabled at the 12/11/2013 PAC meeting pending more information (resource requests #3 and #4). He explained the requests were both regarding Sharepoint, one for staff training and the other for developing an application fitting to Fullerton College. Following discussion, both items were approved for funding.

2. Student Learning – Addressing the Needs of Underprepared Students: There was no direct report on this item; however, VPI Jones discussed the relation of this subject to enrollment management, and gave an update on the Enrollment Management Committee. A report in the future on where this committee is coming from and where it is going was requested. Council discussed the responsibility of enrollment management and the involvement of the entire campus, including the idea that it is not the sole responsibility of faculty, nor that of only deans. Dr. Jones also recommended two books: What the Best College Teachers Do and A Framework for Understanding Poverty. Faculty Senate representative Rolando Sanabria mentioned several grants come out for underrepresented students in February, March and April and it was suggested we need a formal process to go after those grants.

Student Learning - Curriculum: The Curriculum Committee is now reviewing 2015-2016 updates. The committee submitted 124 course revisions, 21 program revisions, 53 new courses, 39 course deletions and 4 program deletions to the state following Board approval on January 28, 2014. She also reviewed items pending District Curriculum Coordinating Committee (DCCC) approval and Board approval during the month of February.

Student Learning - SLOs: At their last meeting, Faculty Senate voted to support eLumen software for the electronic implementation of SLOs. The actual purchase and development of the software is pending further discussion. Currently, 8,130 SLOs and 400 PSLOs have been completed.

3. Accreditation: The mid-term report was distributed to staff (although due to a miscommunication students were omitted from the distribution). Faculty Senate approved the report with minor corrections/changes at their last meeting. VP DuBois requested PAC approval in order for the report to move to the Board for final approval and the Council approved the report.

4. Budget: VPAS Storti reported on the State budget recently passed by Governor Brown and reviewed how the budget relates to Community Colleges. He then reviewed District FTES targets for last year and possible growth in the near future. He reported campus deans previously received their targets for Fall 2014 and the fall schedule has been built. The group had questions about the availability of funds for instructional equipment and the fact that the deadline in the past for spending those funds has been April 15.

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5. **Classified Staff Hiring Process:** VPSS DuBois presented the updated process for Classified Staff Hiring, recently determined by a campus task force. She provided a copy of both the procedure and the request form. Following discussion by the Council, the procedure was recommended to the President for action.

6. **Updated Facilities Master Plan:** VPAS Storti reviewed the recent updates put together by former VPAS Dain and the campus workgroup charged with reviewing the campus Master Plan. He showed the campus map as it will eventually look and outlined the recommended changes and upgrades, including the addition of a parking structure. (Concern was raised about lighting and the effect on campus neighbors but that is no longer an issue with new directional lighting.) VPAS Storti stated that at this point, we are identifying the land that will be affected. In the future, architects will determine the actual building structural changes. He discussed the order of the eventual work and the advantages of using open, existing space vs. swing space.

7. **Mission Statement:** VPSS DuBois asked for feedback from the various constituent groups on the current Mission Statement. After discussion, it was decided it is not realistic this month (in February) to re-do the Mission Statement for fall. The group decided to leave the Mission Statement as it is for now and hold a ‘visioning retreat’ of some sort in the future.

**NEW BUSINESS**

1. **Update - Bond:** Survey results on the possibility of a bond have been positive in the City of Fullerton, but not as positive in Anaheim. SCE and the District have been taken off the promotion materials as they do not seem to have the recognition that Fullerton has in regard to the campus. VPAS Storti said the district is working with the Lew Edwards Group on speakers and future surveys.

2. **Updated Integrated Planning Manual:** VPSS DuBois distributed updated copies of the Integrated Planning Manual. Some changes were made (shown in red on the copies). She pointed out that the district portion was not changed. She said the Board requested more specifics in the manual about the roles of the managers, deans and VPs in the decision making process. PAC members will be sent an electronic version of the report and they were asked to take the report to their constituent groups for feedback at the next PAC meeting, February 26, 2014.

3. **Self-Reflective Survey – IREC:** This item was moved to the next meeting. The survey questions will be e-mailed to PAC members for review and the Council will discuss the survey at the February 26, 2014 meeting.

**COMMITTEE REPORTS/ MEMBER REPORTS/ ANNOUNCEMENTS**

1. PBSC held their first meeting of the semester last week. Program Review requests were reviewed. Only $53,450 was spent, leaving ~$47,000 to still allocate. PBSC will review the original requests at their next meeting and may be able to allocate the remaining funds. VPSS DuBois said that at the Planning Retreat the possibility of splitting PBSC (Planning and Budget) or keeping it as one was discussed. That conversation will be continued.

2. Dean Jensen reported on the Centennial and said the new date for the Centennial Gala is May 17. This will be a family event.

3. Associated Students requested the list of campus committees in order to send student representatives to appropriate committee meetings.

4. Director Darlene Jensen reminded everyone of the February 21 graduation application deadline and the February 28 Cap and Gown Order deadline. Commencement is May 23, with a 12:00 rehearsal earlier that day. Thursday, 2/20, is the deadline to submit Men and Women of Distinction nominees and the blood drive will be held in February and March.

5. VPSS DuBois commented the Food Bank was recently inspected and commended by the Orange County Food Bank; therefore, the Fullerton College Food Bank can now receive food from them. There will be a Coffee with the Chancellor and the Board of Trustees on May 1 and Worldfest is that same day.

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Adjournment: 4:00 p.m.

Melinda Taylor, Recording Secretary