**APPROVED**

**President’s Advisory Council Minutes**

**September 12, 2018**

**MEMBERS PRESENT *Chair:*** Greg Schulz ***Deans:*** Dan Willoughby ***Management:*** Jennifer LaBounty, Lisa McPheron ***Faculty:*** Josh Ashenmiller, Robert Gamboa, Kim Orlijan, Marcus Wilson ***Classified:*** Marwin Luminarias, Carolyn Whelchel ***Resource Members:*** Carlos Ayon, Gilbert Contreras, José Ramón Núñez ***Members*** ***Absent:*** Robert Gamboa, Rod Garcia

**Guests:**Deniz Fierro, Aline Gregorio, Peter Surowski

**INFORMATION**

1. **Agenda:** New Business item, 2. Sustainability Committee, was moved up on the agenda to be addressed prior to Old Business items.
2. **Minutes:** The minutes for May 9, 2018 were approved as is.

**OLD BUSINESS**

1. **Action on PAC Recommendations:** No action items from last meeting.
2. **Anaheim Pledge:** Vice President of Student Services Gil Contreras congratulated Jennifer

LaBounty on her promotion to Dean of Counseling and Student Support. He also introduced Special Projects Director Deniz Fierro who gave an update on the Anaheim Pledge students. As of September 11, there were 873 Pledge Students registered from AUHSD; 29 students have shared units with Cypress College; 77% of Pledge Students are fulltime; and, many are in special programs such as TAP, PUENTE, STEM, Teacher Pathways and EOPS. Of the 112 students in READ 127, 87 are Pledge, and 192 of the 265 students registered in COUN 148 are Pledge.

The committee discussed issues such as ways to encouragestudents to take 12 units; study groups based on the Path students are on; why more students are enrolled in Counseling courses compared to others; the textbook subsidy and what it covers; and eligibility rules.

1. **Accreditation:** One year ago the Accreditation Team was here and delivered recommendations for changes to Distance Education and ISLOs. Vice President of Instruction José Ramón Núñez stated that the college has been very successful in getting faculty trained in effective online teaching skills. Spring 2019 online classes will be taught by trained faculty members, only. A focus group has been formed and will look at instructor self-assessment data from Fall 2018 to come up with recommendations for future training and support. The focus group has asked for a minimum of two people per division to be in the focus group. Training for Deans was also recommended by the Accreditation Team for assessing and evaluating online teaching.

Carlos Ayon, Director of the Office of Institutional Effectiveness, reported that his office is working on mapping SLOs to ISLOs. They are waiting for approval from Faculty Senate to get access to ELumen data to continue this work.

1. **Study Abroad Committee and PAC Committees:** President Schulz announced that Angela Henderson will be the Study Abroad Coordinator for 2019-2020. The Study Abroad committee is a PAC committee and includes members from Cypress College. The committee description needs to be updated to reflect the current committee composition and possible consideration should be given to having it become a joint Faculty Senate and PAC committee. However, President Schulz went on to say it is not just an instructional program and involves the Board of Trustees, administrative work, input and assistance from the community, and risk assessment. He also mentioned that some PAC subcommittees are not active and should become active or disband if they are no longer relevant.
2. **FC Pathways Steering Committee:** A FC Pathways Steering Committee was discussed last Spring. Ideas and input are still needed to get this started. The committee name “Pathways” reflects the intent to be inclusive of Pledge, dual enrollment, and other programs in its purview, not just Guided Pathways. Faculty Senate is expected to discuss the committee between themselves before presenting to PAC for consideration. Classified and Manager reps will bring feedback to the next PAC meeting.

**NEW BUSINESS**

1. **College Goals:** Carlos Ayon announced The College Goals Forum on October 29, 2:00-4:00 pm in room 224. This event is open to the entire campus community to gather feedback on proposed college goals for the College Strategic Plan.
2. **Sustainability Committee:** Instructor Aline Gregorio proposed the creation of a Fullerton College Sustainability Committee. Her presentation included the purpose, mission & vision, areas of sustainability planning, and composition of the committee. A handout was available to all PAC members with the details that she covered. She suggested a timeline of 5 years to go from creation of the committee to full implementation. Topics of discussion were about including students in the committee, faculty teaching in environmental/sustainability subjects would be valuable members but should not be singled out, institutional support would be needed to address concerns of safety, workload, and costs. Managers should be asked for input and ideas. Ms. Gregorio also said that some environmental movements are considered elitist, so mindful attention to equity and accessibility must be considered. President Schulz thanked Ms. Gregorio for bringing up this idea and for taking the time to come to the PAC Meeting for her presentation.
3. **Organization Structure/Staffing:** Last spring, CBT offered many ideas for consideration. As far as the SERP, many Fullerton College employees retired: (37) Fulltime Faculty; (2) Managers; (1) Confidential; and (17) Classified. Requests to fill critical gaps have been ongoing, but not all positions have been filled. President Schulz reported on the following items related to the CBT review:

* Human Resources Specialist Liz Ledezma continues to work on campus but now reports directly to HR.
* The Schedule and Catalog Coordinator at Cypress College has retired. This work may be centralized rather than filling the position at Cypress. Still being discussed are the critical functions that must remain on campus and what could be done district wide.
* ACT has been reporting to Carlos Ayon, Director of Institutional Research but will report to the Vice President of Administrative Services in the future.
* Campus Safety has been reporting to the Vice President of Administrative Services but will report to the Vice President of Student Services in the future.
* Associate Dean positions are being discussed and Fullerton College Humanities Division would be a good candidate due to its scope and size.
* The Fullerton College Foundation has been operating as a non-profit, independent organization. The Foundation Board is looking into the possibility of becoming an auxiliary organization. As such they would have a direct reporting relationship with the college and District and work in alignment with shared goals and objectives.

**COMMITTEE REPORTS/INFORMATIONAL ITEMS**

1. **President’s Report:** The Fullerton College Foundation President’s Gala will take place on October 27 and Dr. Schulz invited everyone to attend. The Foundation is honoring five individuals at the event: Mary Dalessi, Gary Parkinson, Nick Fuscardo, Manny Ontiveros and Sueling Chen. He also reported that Vice Chancellor Fred Williams made a presentation at the September 11 Board of Trustees Meeting on the proposed budget and the new funding formula.
2. **Planning & Budget Steering Committee Report:** Vice President Rod Garcia was absent. No report.
3. **PAC Member Reports:**

Josh Ashenmiller stated that Program Review requests would soon be endorsed by **Faculty Senate** and that the wording regarding composition of the Building User Group has been agreed upon. They will bring the Building User Group item to PBSC before coming to PAC..

It was reported that **DMA** President Richard Fee is working on a Professional Development calendar for the year.

**Vice President of Student Services Gil Contreras** said that the Student Services Division held a training this summer on personal and work place safety and de-escalating behaviors. Two Fullerton Police Officers assisted.

The Fullerton College **Classified Senate** team won several awards at a statewide Classified Senate event in June. They are currently working on a way to present award pins for the Kindness Campaign. President Schulz remarked that he was proud of the Classified Senate and thanked them for leading this campus wide initiative.

**ADJOURNMENT:** The meeting adjourned at 3:50 p.m.

**NEXT MEETING:** September 26, 2018