**Approved Minutes**

**President’s Advisory Council**

**November 28, 2018**

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

***Members*** ***Absent:*** Peg Berger, Rod Garcia, Harutyen Kejejyan

**Guests:** Robert Gamboa, Peter Surowski

**INFORMATION**

1. **Agenda:** No changes.
2. **Minutes:** Approved as submitted.

**OLD BUSINESS**

1. **Anaheim Pledge:** Vice President of Student Services Gil Contreras reported that as part of last night’s Board Meeting Study Session, a presentation was made on the progress of the Anaheim Pledge. The success on moving part-time students to full-time status was highlighted. He also mentioned that the Anaheim Collaborative has created Financial Aid and Data Analysis subgroups to work on issues that came up this first year of the Pledge program. Greg Ryan, Financial Aid Director, and Carlos Ayon, Director of the Office of Institutional Effectiveness, will assist in these efforts.

PAC discussed several items related to the Pledge including the news that Pledge students are showing higher persistence over other first year students at Fullerton College and are more likely to be enrolled in 12 or more units. The possibility of allowing students from other districts to participate in a similar Pledge program would benefit both the students and the college. The free textbooks that have been given to Pledge students are actually on loan to them and must be returned to the bookstore at the end of the term.

1. **Distance Education Compliance Workgroup Recommendations (Action):**

This item was brought back from the last PAC meeting. Due to the existing meeting schedule, the Faculty Senate will not be addressing the recommendations until tomorrow. Once they have an opportunity to review them, their recommendation will be brought to PAC for consideration. PAC will need to meet again on this matter. President Schulz asked if there was any other feedback and a discussion revolved around the role of a campus wide administrator who will oversee the online courses, specifically whether this person should be a manager or a faculty member.

PAC will wait to receive the recommendation from faculty senate and meet again, either online or in person, to take action.

1. **Accreditation:**

* IIC ISLO Report (Action Item) –

The Institutional Integrity Committee met to analyze the ISLO assessment data reports produced from eLumen from Fall 2014 to Spring 2017. Carlos Ayon, Director of the Office of Institutional Effectiveness, handed out a Findings Report. Findings show a significant discrepancy, based on race and ethnicity, in course success vs ISLO attainment. Director Ayon asked PAC members to take this data back to their constituent groups for ideas as to what might account for the mismatch in course success and ISLO success. He also mentioned that the tools used for assessment should be looked at. Director Ayon said he will update the report and send out to the constituent groups in January or February.

This item was received as information. No action was taken.

* Draft Follow Up Report -

The Draft Accreditation Follow Up Report was shared with PAC as an information item. A second draft will be sent out to constituent groups in January and brought back for PAC approval after that.

1. **Guided Pathways:** The Pathways Steering Committee met on November 26 and selected Dani Wilson and Matt Taylor as the two co-chairs. Five meeting dates have been set by the steering committee, running January through May 2019. A group of about 24 Fullerton College representatives attended a regional Guided Pathways Workshop yesterday. Some ideas that were brought back from the workshop: student participation in the planning stage and development of the four pillars is essential; data coaches and data literacy are important for success; and, other schools have successfully utilized Classified Professionals to promote guided pathways on their campuses. President Schulz shared five take-aways from the workshop – the importance of program mapping (sometimes called meta majors); increasing data accessibility and literacy; involving students and as many campus constituents as possible in the design phase; governance structures; and, the possibility of holding a campus wide guided pathways colloquium.
2. **Full-time Faculty Prioritization:** A handout was received from the District Consultation Council on the FON Calculation. The handout showed the State Chancellor’s Office calculation vs District calculation. The District believes the state’s FTES number is artificially high as well as the projection of 125 new full-time faculty being needed. The District has projected that 45 new hires are required at this time. Vice Chancellor Fred Williams said we may need additional FTF hires, but the number must be based on actual FTES, which we do not have yet.

**NEW BUSINESS**

1. **2017-18 PAC Annual Report:** Lisa McPheron, Director of Campus Communications, distributed a copy of the 2017-18 PAC Annual Report and Peter Surowski reviewed several sections with the council. He highlighted the President’s Action section that shows items that the President took action on, and the Updates section listing items that did not come up for a vote. The report is produced to address IEPI Plan suggestions for improving campus wide understanding of joint governance and decision making at Fullerton College.
2. **AP 4100 Graduation Requirements for Degrees & Certificates (Action Item):**

Dr. Robert Gamboa presented his proposed amendment to AP 4100 to help increase the number of degrees and certificates awarded. He explained that this will help both the institution and students. He believes the college should explore additional degrees and certificates that students may be eligible for but do not apply for or possibly don’t know about. Hundreds of degrees are denied each year and the college does not pursue or follow up with students to see if they eligible for another different degree or certificate. Counseling and Faculty Sentate have endorsed this amendment. Admissions & Records would need to work alongside Counseling to make this viable. The Board Policy is set by the District, but the details in the Administrative Procedure can be changed.

No action was taken on this item. PAC agreed that Admissions & Records and other constituent groups should review the proposed amendment before voting on it. It will be brought back for discussion and action at the first meeting in the spring semester.

**COMMITTEE REPORTS/INFORMATIONAL ITEMS**

1. **President’s Report:** President Schulz presented a handout that will also be presented at Faculty Senate tomorrow regarding the reporting of Campus Safety to the Vice President of Student Services and ACT’s reporting to the Vice President of Administrative Services. These changes will take place effective January. President Schulz also shared the draft of two proposed district wide job descriptions – District Director, Professional Development and District Director, Grants. The Board asked for campus input before approving the positions. If anyone has feedback on the two job descriptions, they are asked to send their comments directly to Chancellor Marshall. President Schulz thanked everyone for their hard work this semester as members of PAC.
2. **Planning & Budget Steering Committee Report:** No report.
3. **PAC Member Reports:**

**Kara Regan** announced that the food drive competition is over tomorrow. The new Student Cultural Sensitivity Work Group has been established and will begin meeting next semester. AS also assembled an Environmental Committee that will be working on recycling.

**ADJOURNMENT:** The meeting adjourned at 4:17 pm

**NEXT MEETING:** To Be Determined