



**Approved Minutes  
President's Advisory Council  
March 11, 2020**

**MEMBERS PRESENT** *Chair:* Greg Schulz *Deans:* Dan Willoughby *Management:* Jennifer LaBounty, Eddie Roth *Faculty:* Josh Ashenmiller, JP Gonzalez, Kim Orlijan, Gary Graves *Classified:* Carolyn Whelchel *Students:* *Resource Members:* Gilbert Contreras, Rod Garcia, José Ramón Núñez, Joe Ramirez

**Members Absent:** Cristal Covarrubias, Harutyun Kejejian, Marwin Luminarias, Lisa McPheron

**Guests from Sign in Sheet:** Matt Taylor, Dani Wilson

## INFORMATION

- 1. Approval of Minutes of February 26, 2020:** Approved as submitted.
- 2. Approval of Agenda:** Old Business item 3, Program Review Update, was removed from the agenda. Old Business 5, was moved to Reports section, Guided Pathways.

## REPORTS

- 1. President's Report:** The Fullerton College Veterans Resource Center (VRC) has been designated a Bronze Level Military Friendly school. The VRC serves more than 1,200 veterans and reservists at Fullerton College. VRC counselor, Dr. Nick Arman, was named an Orange County community college counselor of the year.
- 2. Planning & Budget Steering Committee Report:** Joe Ramirez reported that at their last meeting the PBSC talked about Measure J projects as related to campus planning and the priority order of those projects.
- 3. Guided Pathways Report:** Dani Wilson distributed two handouts - Hornets Pathways and Guided Pathways Update. The update included information on the SENSE survey and the CCSSE survey which will be distributed starting Monday to sixty classes. The faculty survey will be going out shortly online. All fulltime and part time faculty can participate if they choose. The Scale of Adoption Assessment has been submitted to the State Chancellor's Office and accepted. The Hornet Pathways handout described the history of how the pathways came to be recommended and the steps taken to develop them. The next step will be program sorting and ongoing program mapping.  
A motion to take action to support the recommendation of the Hornets Pathways as presented was made and passed unanimously.
- 4. PAC Member Reports:**  
**Kim Orlijan** reported that the Faculty Senate voted to have a faculty representative on the A.S. Senate and one representative on the Classified Senate. They are also inviting a Classified Senate member to be a part of Faculty Senate. Regarding One-time funds, the Faculty Senate recommended a formula based on FTES for student basic needs and Education and Facilities Master Plan categories. They also voted to approve the recommended proposed Guided Pathways Hornets Pathways. Senate Exec officers elected

included: Jennifer Combs, President Elect; Heather Halverson, Secretary; and, Jeanette Rodriguez, Treasurer.

**JP Gonzalez** announced that Major Declaration Day will be held on April 16. Any programs or majors that members might want to highlight can be added to the event.

**Joe Ramirez** stated that discussion has begun on the recently received SENSE data. In response to wanting to know more about first time students at Fullerton College, Dr. Ramirez reported that in Fall 2018, of students 19 years old and younger, 64% were enrolled fulltime. In 2012, that number was 42%. Nearly 60% of students take English in their first term and more than half take math in their first term.

**Eddie Roth** said that DMA is reaching out to the three foodbanks in the District and would like to give each a \$500 gift. DMA is also starting to think about elections. At the April 3 district-wide management team meeting DMA will be sponsoring lunch.

## **OLD BUSINESS**

- 1. One-time Funds Discussion at D.C.C. (Schulz, Information):** President Schulz handed out the most recent draft of the One-time funds recommendations/recaps showing the various categories and potential amounts to be allocated. He highlighted the areas of Student Basic needs and Facilities Upgrades. The Chancellor had asked DCC and constituents to give thought to what would be an appropriate process if we were to allocate funds for these two categories. The items on the facilities maintenance/upgrade list have received support from the Council on Budget and Facilities and will now go to DCC to make a formal recommendation. Fred Williams recently shared that based on recent projections, it appears that the District's ongoing revenues are going up slightly and hold harmless funds portion of the revenue are going down, and it is projected now that there will be less one-time funds available to allocate. President Schulz asked how we might choose to allocate these resources if they were to be decreased by \$23 million. Discussion followed looking at the facilities upgrade line item. The members concluded that they supported the amounts listed for facilities funding. Many ideas and suggestions were made regarding allocation funds based on FTES, taking a like percentage off of the top of all the items, adding additional support for Foundations, taking away categories in full to cover the possible shortfall, and allowing campuses to use their funds in the way they prioritized through campus planning.
- 2. Task Force on Transition to Student Equity and Achievement (Schulz, Action):** President Schulz presented the proposed Task Force on Transition to the Student Equity and Achievement Committee (SEAC) for a second reading and additional discussion. It was presented at the last meeting and PAC members were asked to share this with constituents. Questions were brought up about the membership of the task force and its reporting. Following discussion, President Schulz shared that the task force should share recommendations with SEAC, PAC and Faculty Senate. He envisions that as they finish their work, the task force would present to SEAC, then Faculty Senate and lastly, PAC. The co-chairs of SEAC would serve on the task force. It was clarified that members of the task force may be on SEAC, though it is not required. SEAC co-chair Elaine Lipiz Gonzalez brought up the SEAC representation of the task force. At the last meeting, she said most SEAC members were hoping that all members of the task force would be pulled from SEAC. She shared questions from SEAC about how the task force would change the charge of the

committee, what was the rationale for introducing the task force, and concern about the order in which the task force recommendations would be shared.

President Schulz shared that as proposed, recommendations should go to SEAC first, but then they would be forwarded to faculty senate and PAC. The rationale for the task force as proposed is a onetime task force that will indeed meet only once, not year after year. They won't make or implement any final decisions, they will make recommendations. SEAC would have the ability to say weigh in on any recommendations made by the task force and would report their views on the recommendations to Faculty Senate and PAC. The hope is that SEAC will be able to focus on matters of equity and not focus exclusively or primarily on budget requests. In terms of the proposed task force document, it was suggested to change the wording to say recommendations would be made to SEAC and then SEAC, not the task force, would share the findings with Faculty Senate and PAC with their comments and if they approved or disapproved the recommendations. It was also suggested that the it be made clear that this is only a onetime task force that will meet once in Spring 2020 and not beyond. The task force will be asked to review historical budget documents in order to understand how SSSP, Basic Skills and Equity funds were spent in the past. From there, they can recommend if the College should continue spending in the same way or allow for recommended changes.

In response to the discussion and recommended revisions, President Schulz proposed making two revisions to the task force description. First, adding a sentence saying explicitly that this is a onetime task force to begin work in spring 2020. Second below the purpose, to clarify/indicate the reporting path - the task force would share their recommendations with SEAC, and then SEAC would bring them forward, with their additional comments, to Faculty Senate and to PAC.

**A move to adopt the SEAC Task Forced with the two amendments discussed was made and a vote was taken. The motion passed.**

3. **AP 3900 Free Speech (McPheron, Information):** Changes to the District AP 3900 Free Speech was discussed last fall in PAC. Edits and revisions have been made to the AP, and Lisa McPheron highlighted a few of them for the Council. Lisa requested that members read the revised administrative procedure and it will be brought up again at the next PAC meeting.
4. **Hornets Pathways – Guided Pathways (Taylor, Wilson, Action):** See REPORTS

## **NEW BUSINESS**

1. **Integrated Planning Manual (Ramirez, Information):** Joe Ramirez and the Institutional Integrity Committee have been tasked with revising the Fullerton College Integrated Planning Manual. Accreditation requires that the manual be reviewed and updated if needed. This will be an ongoing process and input is needed by all campus constituent groups. He will share the edits made over the last few years with PAC members.
2. **Update on Planning – Coronavirus (COVID-19) (Schulz, Information):** President Schulz gave an update on the planning going on at the College in response to the COVID-19 virus outbreak. A group of campus leaders and constituents from health services, maintenance & operations, faculty senate, campus safety, student services and others to discuss and plan for preparedness at Fullerton College. (After this meeting constituents from the bargaining

units and Associated Students were identified and added as well). An email was sent out to all staff and students on March 10 regarding the current campus status and steps that will be followed if a more serious threat from the virus arises in the immediate campus community. He stated that work will continue moving forward and communication to the campus community on the COVID-19 status and operations will be shared through the President's Weekly updates, email communications and the campus website.

**ADJOURNMENT:** The meeting adjourned at 4:10 p.m.

**NEXT MEETING:** March 25, 2020