



**Approved Minutes
President's Advisory Council
September 23, 2020**

MEMBERS PRESENT *Chair:* Greg Schulz *Deans:* Dan Willoughby *Management:* Jennifer LaBounty, Eddie Roth *Faculty:* Jennifer Combs, Kim Orlijan, Marcus Wilson *Classified:* Sharon Kelly *Students:* Tina Cruz, David Robles *Resource Members:* Gilbert Contreras, Rod Garcia, Lisa McPheron, José Ramón Núñez, Joe Ramirez

Members Absent: Marwin Luminarias

Guests: Albert Abutin, Deniz Fierro, Amber Gonzalez, Nitzya Hamblet, Jenelle Herman, Rena Martinez Stluka, Megan Moscol, Miguel Powers, Rolando Sanabria, Melissa Serrato, Ken Starkman, Matt Taylor

INFORMATION

- 1. Approval of Minutes of September 9, 2020:** Approved as submitted.
- 2. Approval of Agenda:** Approved as presented.

REPORTS

- 1. President's Report:** President Schulz is hosting a President's Open Forum today at 4pm. Fullerton College is sponsoring 94 attendees for an A2MEND webinar this Saturday including faculty, staff and students. A #RealCollege program survey from the Temple University Hope Center is being administered again to Fullerton College students. The survey focuses on themes of food and housing insecurity and student basic needs. The Board of Trustees the Starfish proposal recommended by the Guided Pathways Steering Committee.

As of this week, enrollment was 21,523 unduplicated headcount, about 5% lower than one year ago. FTES is at 7,423 and compared to fall 2019 is down about 7.5%. Regionally, all community colleges have seen a downturn in FTES compared to one year ago. Some programs in Physical Education, Fine Arts and Tech and Engineering are experiencing a greater decline than other division, due to the impact of having to offer the majority of classes in a remote format. Even with a very positive summer 2020 enrollment (1,763 FTES, 26.7% higher than summer of 2019) our net FTES is still down compared to summer 2019 and fall 2019.

- 2. Planning & Budget Steering Committee Report:** Vice President Rod Garcia shared that PBSC will have their first meeting in October.
- 3. Guided Pathways Report:** No Report.
- 4. PAC Member Reports:**
Kim Orlijan reported that at the September 17 Faculty Senate meeting, the Senate approved the proposal from Guided Pathways Work Group 2 on Guided Entry. The

Senate also officially affirmed its goals for the academic year. Their goals include creating antiracist/equity task forces, taking action/facilitatong action based on the recommendations of the task forces and revising the faculty senate Bylaws and Constitution. The task forces approved by the Senate are focused on using an antiracist and equity lens in examining academic and professional matters in order to create recommendations and action plans. The four task forces are: curriculum (including degree and certificate requirements), pedagogy, and grading policies; hiring, tenure, and retention; professional learning; and, program review, budget processes, and integrated planning. Chairs of these task forces will be elected at the upcoming Senate meeting.

Dan Willoughby remarked that the deans are working on finalizing the spring class schedule of classes.

Sharon Kelly reported that the Classified Senate is working on the Classified Recognition program for fall and looking to hold a drive-thru recognition ceremony sometime in November.

David Robles said that A.S. elections started today and will continue until next Monday and the Hornet Leadership Retreat is being held on Zoom this Friday in collaboration with Umoja.

VPSS **Gil Contreras** announced the publication of “Inside the Hive” a Student Services monthly update. The current edition includes updates on the work being done to look at student holds.

Director of Campus Communications **Lisa McPheron** said that her department received four awards from the National Council for Marketing and Public Relations. The recognition is for the Fullerton College OCTA outdoor marketing campaign, the commencement website, the Fullerton College Instagram account and the College’s 2019 holiday ecard. She thanked her staff for their hard work on these and other projects.

Joe Ramirez, Interim Director of the Office of Institutional Effectiveness, reported that the idea and concept of data coaches has been introduced with the Guided Pathways Steering Committee in hopes of designing a model for our campus. He also said that the Institutional Integrity Committee met and have recommended the College revisit the mission statement with a closer look at equity.

OLD BUSINESS

- 1. Sustainability Committee Board Policy Recommendation (Gregorio, Moscol, Information/Action):** Megan Moscol brought back the Sustainability Committee’s board policy recommendation. PAC members reviewed the proposed BP presented at the last meeting with their constituents. A few minor wording changes were recommended but no material changes to the content were suggested. Once approved by PAC, the proposed

policy will be shared at Chancellor's Staff, with other campuses, DCC, and then the Board of Trustees.

A motion to approve this recommendation and to move it forward was made and approved unanimously.

- 2. AP 5041 Student Records: Preferred Names and Gender (Schulz, Information/Action):** Jenelle Herman from Cypress College and Amber Gonzalez from Fullerton College joined the meeting to discuss AP 5041. At the last meeting, PAC members were asked to share and review the draft AP. The most recent version of AP 5041 can be accessed on DCC Teams. Any feedback on the draft can be sent to Jenelle or Amber. They discussed concerns with some of the language used, the process, as well as where the information will potentially show up. Jenelle said that there is language confusion over the terms sex and gender, the term "preferred gender", as well as accusatory language in the AP. They would like to have *name of choice* show up on both class rosters and in Canvas. At Cypress College, students can submit a Preferred Name form to A&R and the preferred name will show in Canvas. At Fullerton, students can type in a display name in Canvas, but others can see both names. If a name of choice is denied because it is deemed inappropriate, they would like to see at least one LGBTQ+ person be a part of the denial process and appeals should be decided by more than one person. It was brought up that the student's name on Canvas should be the same name as on the roster, which comes from Banner. This option should be available soon on Banner 9. President Schulz invited PAC members to continue providing feedback by sharing comments to Jenelle, Amber and Jean. DCC will be discussing this item again in the future.
- 3. Integrated Planning Manual Update (Ramirez, Orlijan, McPheron, Information):** Dr. Joe Ramirez brought back this item from the last meeting. The most recent version of the Integrated Planning Manual (IPM) is from 2016-2017 and was sent to all PAC members. Joe shared a handout that highlighted changes that had been made to the IPM since it had been last approved. A few of these changes are: a new District Educational and Facilities Master Plan; new committees and committee structures; building user group procedures; and, new College goals. Two key sections that need to be addressed are Assessment of Planning and Decision-Making Process and Fullerton College Participatory Governance and Decision-Making. Assessment of Planning and Decision-Making is an accreditation concern and the College has been requested to show how committees set goals for themselves, assess themselves and post their agendas and minutes.
- 4. Antiracism/Black Lives Matter Statement (Contreras, Information/Action):** Dr. Gil Contreras brought back an updated antiracism statement for PAC to review and discuss. There were some additional changes since last meeting and the newest version was emailed to PAC members. President Schulz asked for comments and discussion on the statement. Questions arose on how this will be "endorsed" by colleagues as stated in the last paragraph; where would this document be shared or posted; should we elicit responses from the local community; should it be part of the revised IPM; and, how will we not alienate people who may not support the statement?

Following the discussion, President Schulz indicated that more time would be granted to continue the conversation to more members of the campus community. He asked that PAC members share the document widely and bring back feedback to the next PAC meeting.

NEW BUSINESS

- 1. Pathways Steering Committee Guided Entry Recommendation (PSC Work Group 2, Information/Action):** The Pathways Steering Committee Work Group 2 presented their recommendation for a Guided Entry process. The work group shared a brief PowerPoint on their goals, principles and collaboration process that helped them arrive at the recommendations. The Work Group 2 proposal includes recommendations in the following onboarding steps: Application; Orientation; Financial Aid; Counseling/Placement; Family Night; START; and, Smart Start Saturday. Details can be found in the proposal handout. The estimated cost (using Guided Pathways funding) of the proposed recommendations is \$60,000 annually and \$5,000 of one-time funds. The recommendations were shared with Faculty Senate last week.

A motion was made to approve the Guided Entry Recommendation by Work Group 2 and PAC approved it unanimously.

- 2. Council of Chairs (Ramirez, Information):** Due to time constraints, this item was held for the next PAC meeting.

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

NEXT MEETING: October 14, 2020