



**Approved Minutes
President's Advisory Council
October 14, 2020**

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

Members Absent: David Robles

Guests: Albert Abutin, Nick Arman, Ramon De Jesus, Deniz Fierro, Elaine Lipiz Gonzalez, Gary Graves, Brent Hunter, Michael Mueller, Rena Martinez Stluka, Matt Taylor

INFORMATION

- 1. Approval of Minutes of September 23, 2020:** Approved as submitted.
- 2. Approval of Agenda:** New Business item 1 was changed to an Action item on the agenda. Old Business item on the Fullerton College Antiracist Statement was added to the end of the agenda, as this item was to return to the agenda after the previous meeting first reading.

REPORTS

- 1. President's Report:** President Schulz was interviewed on KPCC radio this morning on a couple of topics including the challenges facing community college students during the pandemic and community college enrollment trends this fall. He shared a reminder that there is an official O.C. Registrar of Voters ballot box on campus located in parking lot 8 along Chapman, available for Orange County voters. Dr. Schulz also share an update related to the Fullerton College Foundation transition. The next President's Open Forum (using Zoom) is scheduled for Thursday, October 22 at 9:00 am.
- 2. Planning & Budget Steering Committee Report:** Vice President Rod Garcia shared that PBSC met last week. The committee reviewed the proposed budget that will be presented to the Board of Trustees on October 27. The status of CARES and AB19 funding was also discussed at the PBSC meeting. CARES Act funding has provided direct financial support to students, as well as laptops, wifi hotspots, the Healthy Hornet food distribution drive-thru, online databases, COVID-19 safe return to campus PPE and supplies. With the available balance of restricted AB19 carryover at this time, VPAS Rod Garcia is recommending using these funds to cover tuition, registration fees, health fees, financial aid and the Promise Program among other items to support our students.
- 3. Guided Pathways Report:** No report.
- 4. PAC Member Reports:**
Marwin Luminarius stated that the Classified Senate is meeting next week and is discussing a resolution to support Fullerton College antiracist efforts. He welcomed all

Classified Professionals to join in this endeavor. In November, a fall drive-thru Classified Professionals Recognition event is planned. Additional details will be shared in the future.

Tina Cruz remarked that Associated Students met yesterday and endorsed propositions 15 and 16 on the November ballot. Discussion of the Fullerton College antiracist statement was tabled as some students were concerned that the statement did not go far enough. No student ID cards will be issued for spring 2021 and it is recommended that the ID card fee be removed for spring. Tina brought up student concerns related to printing resources for students who need to print materials but do not have access to a printer during the pandemic and campus closure. The A.S. card gives students the benefit of 43 pages of free printing through the library. A.S. is wondering if there is some way to enlist the library or another campus department to provide printing services that students could then pick up.

Kim Orlijan reported that on October 1, the Faculty Senate unanimously approved the Guided Pathways Work Group #3 proposal to utilize GP funds to perform the Banner Update project related to transfer data and transcript processing. The Senate asked the Distance Education Advisory Committee to construct a simple self-assessment for faculty that are not online certified and recommended that the Title 5 Distance Ed training count for spring distant education certification. The Senate discussed the idea of reinstating the Council of Chairs, but after discussion the motion to recommend reinstating it did not pass. This item can be brought back in the future. The Senate also voted to endorse the antiracism statement that was shared at the previous PAC meeting.

Jennifer LaBounty reported that Student Services recently sent an email to all students on Academic and/or Progress Probation. They were invited to participate in a virtual workshop designed to assist them with getting off of probation.

Eddie Roth said that DMA is working with Staff Development at the District to develop training plans related to working in the COVID-19 environment.

Aline Gregorio shared an update about Undocumented Student Action Week happening October 19-23.

Gil Contreras reported that many Student Services updates can be found on a recent publication titled *Inside the Hive*. In addition, Student Services is working on website improvements, Starfish Software, and strategic communications with students. They are still looking at the policy and practice related to holds on student accounts.

OLD BUSINESS

- 1. Update – Coronavirus (COVID-19) & Safe Return to Campus Planning (Schulz, Information):** President Schulz shared that from the beginning of summer until this point in time, Fullerton College has had four verified student cases of COVID-19 of students enrolled in face-to-face classes on campus. The District reports these cases to the OC Healthcare Agency. The Safe Return to Campus task force has been reviewing an updated draft of a NOCCCD Covid-19 Guidelines Manual and has offered a number of recommendations for that document. The athletics department has developed a very specific COVID-19 plan, in alignment with state and local public health guidelines and guidelines from the CCCAA.
- 2. Integrated Planning Manual Draft (Ramirez, Information):** Joe Ramirez said that PAC members received the 2017 version of the Integrated Planning Manual (IPM) with some

updates. That document will be the draft to work from for further changes. He asked what the council expected now in order to go forward. Some suggestions were to map out a process where members could highlight and share areas that they want to discuss, highlight areas that they do not want to revise, and narrow down the areas that need to be examined more closely. Joe said he will be sending another the draft document to PAC that will allow edits with Track Changes.

NEW BUSINESS

- 1. Pathways Steering Committee A&R/Banner Recommendation (Graves, Action):** Pathways Steering Committee Work Group 3 lead Gary Graves presented the recommendations and a proposal from Work Group 3 to improve real time access to students of their academic standing. He shared that currently, it seems there is no mechanism that allows students or counselors to get a full picture of academic standing until they apply for graduation. The Work Group and Pathways Steering Committee are recommending to use up to \$225,000 in GP funds to: hire a third-party consultant in support of this project; reassign one current evaluator to perform work; and, reassign one current A&R technician in order to review and update transcript and transfer information in Banner. The Pathways Steering Committee and the Faculty Senate have already approved this recommendation.

The group decided to move forward on this recommendation and take action today. A motion was made to approve the Guided Entry Recommendation made by Work Group 3 and PAC approved it unanimously.

- 2. Campus Climate Survey – NACCC Survey (Schulz, Ramirez, Information):** President Schulz shared an opportunity that has been discussed with the Diversity Committee related to conducting a campus climate survey this fall. As part of partnership with the USC Race and Equity Center Leadership Alliance, the College is able to utilize a NACCC survey, which would be administered to students in November. Dr. Schulz discussed some of the types of questions that will be asked on the survey. PAC members expressed support for utilizing the NACCC survey this fall.

The sense of PAC members was to support the climate survey.

- 3. USC Race and Equity Alliance eConvening Report (De Jesus, Mueller, Information):** Michael Mueller and Ramon De Jesus shared a document in advance outlining the eConvening they attended in September hosted by the USC Race and Equity Center Leadership Alliance. Fullerton College sent five faculty members to the first eConvening “Fostering and Sustaining Inclusive Classrooms for Students of Color.” The team suggested these considerations towards the creation of future actionable steps: Establish clarity on campus-wide terminology to embrace across platforms; Continue on-going flex day and professional development focused on classroom management with equity, inclusion, and justice including writing of equity-minded and anti-racist syllabi; and, Develop a College or District-wide Canvas shell to hold resources, updates, and training opportunities specifically focused in the areas of inclusivity, equity, and justice.
- 4. Friends of Fullerton College Foundation Master Agreement (Schulz, Action):** The most current draft of the Master Agreement for a new auxiliary foundation, the Friends of Fullerton College Foundation, was reviewed by counsel and is now ready for approval by PAC.

President Schulz shared the document and discussed the background of it and the need to create an auxiliary foundation. Once this master agreement is approved by the Board of Trustees, the foundation can officially receive in assets. Existing scholarship accounts being held by the Fullerton College Foundation will be transferred over to this foundation. The wishes of donors will be honored as they were intended for all scholarships. After the transition, employees will be able to make payroll donations to the new foundation. Brent Hunter commented that the new foundation staff will report directly to President Schulz, an Alumni Association will be pursued, and wider outreach to local corporations will begin.

A Motion to approve the updated master agreement was voted on and approved.

- 5. Grant Concept Paper Preview – Veterans Grant (Arman, Lipiz Gonzalez, Information):** PAC members received an update on a concept paper being prepared for a Veterans Grant. Dr. Arman and Dr. Lipiz Gonzalez presented the information, hoping to move forward with support from PAC. The grant would provide \$450,000 over 3 years. This grant would help increase staffing capacity in the Veterans Resource Center, expand outreach efforts, and support increased collaboration across campus to meet veterans' academic, financial, physical and social needs.

PAC supported the continued pursuit of this grant opportunity.

- 6. Antiracism Statement (Contreras, Schulz, Information/Action):** Some PAC members expressed a desire to have more time to review the statement. This item will come back at the next meeting. President Schulz asked all members to bring any comments, recommendations or feedback to the next PAC meeting.

ADJOURNMENT: The meeting adjourned at 4:05 p.m.

NEXT MEETING: October 28, 2020