



**Approved Minutes  
President's Advisory Council  
February 24, 2021**

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

**Members Absent:** Jennifer Combs, David Robles

**Guests:** Cecilia Arriaza, Danielle Fouquette, Elaine Lipiz Gonzalez, Arnetta Smith, Rena Martinez Stluka, Gilberto Valencia

### **INFORMATION**

- 1. Approval of Minutes of December 9, 2021:** Approved as submitted.
- 2. Approval of Agenda:** Approved as modified. New Business item 1 Accreditation Update was moved to 2:15 p.m. to accommodate the presenters.

### **REPORTS**

- 1. President's Report:** President Schulz highlighted the Classified Professionals' First Fridays Staff Development event to be held March 5 on understanding implicit bias. He also congratulated Sam Foster for coauthoring a position paper for the CCC Academic Senate titled *Anti-racism Education in the California Community Colleges*. President Schulz offered congratulations to four Fullerton College students who were named semifinalists for the Jack Kent Cooke Scholarship: Luis Garcia Chavez, Omar Garcia, Andres Reyna, and McKenzie Russell. President Schulz also announced that the NOCCCD Board of Trustees received the Fullerton College Guided Pathways Scale of Adoption Assessment report last evening. Following Board approval, the report will now go to the state chancellor's office.
- 2. Planning & Budget Steering Committee Report:** No report.
- 3. PAC Member Reports:**

**Kim Orlijan** said that Faculty Senate met on February 18 and took action to reject all previously proposed academic calendars and will request a survey of all faculty this semester to query views on the academic calendar options and the length of a potential winter session. The Senate also took action to recommend that unless it is safe to fully return to campus in the future, faculty should be allowed flexibility and choice of instructional delivery mode in the fall schedule. Dr. Orlijan also mentioned that the senate endorsed the recommendation brought by the Program Review Committee to change its name to the Program Review and Planning Committee.

**Tina Cruz** shared that Associated Students met and approved a new position – Vice President of Public Relations. This position will be in charge of social media and a student

newsletter. Tina also stated that A.S. made some decisions regarding their resolutions and bylaws, which will be reported in more detail in the future.

**Marwin Luminarias** reported that CSEA is continuing negotiations with the District and that the Classified Senate Recognition Award nominations will open March 1. The spring winner will be announced in April and the Classified Professional of the Year Award will be announced in June.

**Dan Willoughby** said the deans are moving forward with fall scheduling.

**Jennifer LaBounty** announced that counseling appointments are currently available for students.

**VPSS Gil Contreras** said that the Student Services teams were working hard to collaborate on Guided Pathways work, and that the Starfish implementation team is meeting and working with District IS to provide guidance and support as needed.

**Lisa McPheron** reported that a recent college wide digital marketing purchase was made to help stimulate enrollment growth. In addition, she said her team recently ran Spotify ads geared toward the Promise Program and financial aid, and will run a radio spot on Spanish language station FM 93.9 for 6 weeks.

**Joe Ramirez** said the College is on track to launch the Guided Pathways CCSSE and CCFSSSE surveys this March.

**VPI José Ramón Núñez** reported that a workgroup in support of Safe Return to Campus planning has been created specifically for the area of instruction (as well as student services and administrative services).

## **OLD BUSINESS**

- 1. Mission Statement Review (Ramirez, Information/Action):** Dr. Ramirez stated that PAC reviews the mission statement each year and either reaffirms as written or offers updates. The item was on the agenda at the last PAC meeting, and at that time it was discussed that it might be best to wait until the Faculty Senate task forces completed their work. Today, the group thought it would be beneficial to keep the conversation going, and later this semester revisit this item on the agenda, following the work of the task forces and other planning underway to further inform and update the mission statement.

**A motion was made to affirm the current mission statement with the intent to revisit it after the Faculty Senate established task forces conclude their work. The motion passed unanimously.**

- 2. Integrated Planning Manual (Ramirez, Information):** Dr. Ramirez presented a PowerPoint presentation update on the Integrated Planning Manual changes. He has already completed technical updates, had them reviewed by relevant constituents and has incorporated new and revised policies and governance structures/committees. The next focus will be on a timeline for review, strategic action plans and assessment of planning and decision making. PAC members will receive the most current version of the manual to review and comment on. He suggested that the college formalize the review of the manual itself and include that in the document. He also shared and reviewed sections of the

Integrated Planning Manual with PAC and asked how PAC would like to move forward with this item. VPI José Ramón Núñez expressed the importance of clearly defining our college planning processes as it relates to accreditation. Others discussed the program review process and the need for more cohesive/collaborative planning.

- 3. COVID-19 Updates and Safe Return to Campus Planning (Schulz, Information):** The Safe Return to Campus Tasks Force met last Friday. President Schulz said that three workgroups were formed, focused on the areas of Administrative Services, Instruction, and Student Services. Each group will be led by a vice president and is asked to review existing and future plans and develop recommendations in support of our campus wide planning for a safe return to campus. Dr. Schulz shared that the College is initially prioritizing campus return for classes/divisions that have encountered the greatest challenges offering instruction remotely. Other class offerings may be considered on a case by case basis. Safety protocols must be in place in accordance with district, county and state guidelines. He stated that the College is analyzing capacity can on campus in related to cleaning/facilities/janitorial needs. A district-wide communication will be sent regarding the availability of the COVID-19 vaccine and steps to sign up. Frequent testing is currently mandated for student athletes and President Schulz expressed that the college would like to explore the possibility of making testing available for all students who come to campus, in addition to the free or low cost testing alternatives that exist in our region that have been shared by Health Services.
- 4. Distance Education Task Force (Schulz, Action):** This item was brought back to PAC for a second reading and Action today. Discussion included: Faculty Senate approved/supported the document, endorsed the committee and elected two faculty representatives; DEAC elected one faculty representative; Distance Education Division Reps elected one representative; the deans were in favor of having a dean serve on the task force and Dan Willoughby will serve in that position; and, a representative from ACT will be identified. Overall, the feedback was positive and supportive of the task force.

**A motion to endorse the task force was made and was approved unanimously. The First meeting will take place on March 3 at 4:00 p.m.**

## **NEW BUSINESS**

- 1. Accreditation Midterm Report Update (Fouquette, Nunez, Information):** Dr. Núñez reported the accreditation midterm report is due Fall 2021. Danielle Fouquette is leading the group working on the report. She reported that the Accreditation Steering Committee has met monthly since last January. They are working on four areas recommended for improvement. Details of these items will be given to PAC at a later time. Professor Fouquette did mention that modifications have been made to the Program Review Process to include reflection on ISLO's and Institution Set Standards, and new protocols have been created to address how committees communicate information with each other. Dr. Nunez added the tentative timeline is for the final report to be approved by the Board of Trustees in August with a first read presented to them at the end of May. The midterm report will also need to be reviewed by PAC and Faculty Senate. Discussion took place on having stronger annual planning updates versus planning every four years.
- 2. SEA Task Force Recommendations (Lipiz Gonzalez, Smith, Action):** Dr. Lipiz Gonzalez and Professor Arnetta Smith presented the recommendations from the SEA task force. They are seeking PAC's support and approval. The recommendations were already

approved by Faculty Senate and will go to PBSC next. The task force met weekly to review funding sources and allocations and to recommend how to go from three funding sources to one. Their recommendation are:

- 1) Maintain support of ongoing positions and adjunct counseling
- 2) Maintain programming and introduce a new, standalone Social Justice / Cultural Center
- 3) Prioritize and invest in student employment opportunities
- 4) Create ways to identify and support emerging needs
- 5) Increase accountability by understanding how funds are used to advance equity
- 6) Build reflective processes that help align student needs with programs, plans, solutions, and resources
- 7) Move away from an annual proposal process to allocate SEA funds, and instead, engage in annual review of the allocation to better utilize and maximize the funds (see Recommendations 4, 5, and 6)

PAC members were asked for feedback. There was discussion about the recommendations to move some of the expenses from categorical funding to general fund support. There was also some interest in having the appropriate campus budget committee (PBSC) review the details of the recommendations to confirm the feasibility of the recommendations. Kim Orlijan reiterated that Faculty Senate supported the SEA Task Force recommendations and moved to refer specific budgetary requests to the appropriate planning and budget committees for further adjustments and allocations.

**A motion was made to endorse the proposals and refer them to campus administration and/or other appropriate bodies for implementation, following a review by the appropriate budget committee (PBSC). A vote in favor of approval was unanimous.**

**ADJOURNMENT:** The meeting adjourned at 4:15 p.m.

**NEXT MEETING:** March 10, 2021