



**Approved Minutes
President's Advisory Council
December 8, 2021**

MEMBERS PRESENT *Chair:* Gilbert J. Contreras *Deans:* Dani Wilson *Management:* Jennifer LaBounty, Eddie Roth *Faculty:* Jennifer Combs, Aline Gregorio, Kim Orlijan, Marcus Wilson *Classified:* Sharon Kelly, *Students:* Grant DeVries *Resource Members:* Daniel Berumen, Rod Garcia, Elaine Lipiz Gonzalez, Lisa McPheron, Zoot Velasco

Members Absent: Ja'ren Kenyatta, Marwin Luminarias; José Ramón Núñez

Guests: Erin Lacorte, Matt Taylor

INFORMATION

1. **Approval of Minutes of November 10, 2021:** Approved as submitted.
2. **Approval of Agenda:** New Business items 3. SEAC Report and 7. PAC WORKGROUP: Lessons from Campus Closure were removed from the agenda by Interim President Contreras with approval from PAC. The SEAC report will be brought back at the next meeting. The agenda was approved with these changes.

REPORTS

1. **President's Report:** Interim President Contreras reported the following to PAC:
 - a) Dr. Contreras remarked that the Employee Appreciation Luncheons were well received from all who attended, and it was wonderful to experience a sense of community on campus once again. He thanked all who helped to make these events possible.
 - b) Spring enrollment is down 15% from last Spring with approximately 10,425 students enrolled. He mentioned the ongoing pandemic, the vaccine mandate, and indecision on attending in-person vs. online classes by students as factors in this decline. More students are becoming compliant with the vaccine mandate with 52% of students now eligible to take in-person courses.
 - c) President's Staff met with the Los Amigos Education Committee in November. They discussed the ethnic studies graduation requirement, DEIA at Fullerton College, and honoring Cruz Reynoso among other things.
 - d) Dr. Contreras said the College is in the final stages of hiring interim Deans in Fine Arts and Humanities.
 - e) A management position, Manager of Campus Accounting, will be recruited for. This manager will oversee SEA funds and grants. This position has been vacant for about 2 to 3 years. Dr. Contreras said they will look to the candidate pool that was used for Cyndi Grein's recent replacement for qualified hires.
 - f) Lastly, Dr. Contreras thanked everyone for a wonderful fall semester and said he is looking forward to the gradual return to campus this Spring.

There was discussion on how to motivate students to return to campus and it was shared that free parking, bus passes, hot meals, and computers will be available for

students this spring paid for by CARES funds. Zoom locations will be available in the library for students to use, also. Chancellor's staff has also discussed removing holds for fees so that students can register this spring.

2. PAC Member Reports:

Classified Professional **Sharon Kelly** thanked Interim President Contreras for the employee appreciation luncheons. She also stated that Classified Senate was in the process of tallying the scores for the Fall Classified Professional Recognition Award winner. She thanked everyone at the college for making her career a memorable one as this is her last PAC meeting before her retirement.

Kim Orlijan reported that Jennifer Combs will be on duty at the next PAC meeting as she steps aside from the Faculty Senate President role. At their December 2 meeting, the Senate endorsed the Survey Inquiry Group's recommendations, endorsed the FYE staffing proposal, and agreed to allow the Distance Ed Director to act as a non-voting chair of the Distance Ed Advisory Committee provided they are a faculty member on reassign time. The Senate also agreed to add a Classified Professional from DSS as a resource member. Jennifer Combs will take over as Faculty Senate President on December 12.

Jennifer LaBounty shared that students can now schedule counseling appointments through a link on the website.

Lisa McPherson told PAC that Spring Convocation is scheduled for January 21 at 9:00 a.m. in the Campus Theatre and will also be livestreamed on YouTube. There will be Info Booths on campus once again for the beginning of the semester, and the Humanities Building Ribbon Cutting will take place January 28 at 9:30 a.m.

Dani Wilson reminded members that the Deans are holding a celebration for retiring managers on December 10 in the quad.

Elaine Lipiz Gonzalez said COVID testing will continue until winter break with shorter hours and will open back up again fully on January 3, 2022.

Rod Garcia reported that Starbucks construction will start this Monday and it should be done by May 2022.

OLD BUSINESS

1. **COVID Gradual Return Planning (Contreras, Information):** Interim President Contreras said that currently 52% of students are compliant with the vaccine mandate. Interim VPSS Elaine Lipiz Gonzalez reported on gradual return planning. She said that student check in procedures will remain the same. Students will go to room 1018 to get a wristband which allows them access to service areas and classes. Testing requirements for exempt students will remain the same, and they will need to continue to test on a regular basis. This spring, any student or staff member can still go in and get tested if desired, and everyone will still be required to wear a mask indoors.

NEW BUSINESS

- 1. Faculty Prioritization List (Contreras, Information):** Interim President Contreras shared the final Faculty Prioritization List. Fullerton College will get three faculty positions. He said that Fullerton College is looking to use course offerings to boost enrollment growth by being innovative. The three faculty hires will be in these subjects: DSS ACL; Anatomy/Physiology; and, Anthropology.
- 2. Office of Institutional Effectiveness Report on COVID Impact on Student Enrollment (Berumen, Information):** Daniel Berumen presented a report on student enrollment during the pandemic. He covered trends, subgroups, “leavers”, and spring 2022. A few of the pertinent facts presented were:
 - Enrollments have dropped each term since the start of the pandemic. Fall 2021 is down 18.6% from fall 2019.
 - The groups most likely to leave were males, Black, and older.
 - The College has seen decreased Spring enrollment since 2016, so this is not a new development.

In summary, the pandemic has exacerbated enrollment issues the College had already been facing. More information and survey results can be found on the OIE website (ie.fullcoll.edu).

- 4. FYE Proposal (Taylor, Wilson, Action):** The Pathways Steering Committee (PSC) created a proposal for staffing a first-year experience program. The proposed org chart has the FYE Program under the direct management of Dr. Jennifer LaBounty with assistance from the Director of Ed Partnerships & Programs/Promise (Deniz Fierro) and a Faculty Coordinator. New Student Services Coordinator and Administrative Assistant II positions would be added, also. They are hoping to begin this program in Fall 2022. The proposal has been endorsed by PSC and the Faculty Senate. After PAC, it will go to President’s Staff for approval.

A motion to approve the proposal was made and discussion ensued about AS involvement in the program. A vote was taken and the proposal was approved unanimously.

- 5. Review IIC Mission/Vision/Core Values to Include Antiracism (Berumen, Action):** Daniel Berumen shared the Institutional Integrity Committee’s (IIC) review of the College’s current mission, vision, and core values. The committee recommends that the mission statement should incorporate a commitment to antiracism and hope to revise the mission statement and have it ready for approval by May 2022. The next step, if approved by PAC today, would be to route this to IIC and have them bring back revised mission/vision/core values statements to the joint governance committees for approval.

A motion was made to approve the recommendation that IIC review the College mission/vision/core values to include antiracism language. The motion was voted on and approved.

- 6. PAC WORKGROUP: Enrollment and Re-engagement (Contreras, Action):** Dr. Contreras would like to take a close look at what the College is currently doing to re-engage students. Fullerton College has been allocated over \$841K for this purpose. \$300k has been earmarked for Fullerton College branding and website upgrade. The District also received funds for district-wide initiatives such as Texting software and marketing campaigns. This workgroup will be tasked with reviewing existing outreach efforts and initiatives as well as providing recommendations for the \$541k remaining allocation. The

workgroup will have student, faculty, classified and management members. Interim President Contreras would like the Group to begin work in early spring 2022 and provide PAC with a final report on April 13, 2022. The schedule is aggressive, but he said it is imperative to move quickly in order to re-engage students as soon as possible.

A motion to approve the recommendation to form a workgroup for enrollment and re-engagement was made. A vote was taken and the item passed unanimously.

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

NEXT MEETING: February 9, 2022