



**Approved Minutes
President's Advisory Council
April 26, 2023**

MEMBERS PRESENT *Chair:* Cynthia Olivo *Deans:* Dani Wilson *Management:* Jennifer LaBounty, Jennifer Merchant *Faculty:* Mike Baker, Jennifer Combs, Jeanette Rodríguez *Classified:* Summer Marquardt, Amy Shrack *Students:* *Resource Members:* Daniel Berumen, Gilbert Contreras, Lisa McPheron, José Ramón Núñez, Zoot Velasco

Members Absent: Ziza Delgado, Henry Hua, Rida Zar

Guests: Cristina Arellano, Josh Ashenmiller, Danielle Fouquette, Naveen Kanal, Kim Orlijan, Dani Wilson, Matt Taylor,

INFORMATION

- 1. Approval of Minutes of April 12, 2023:** Approved as submitted.
- 2. Approval of Agenda:** Approved as submitted.

REPORTS

- 1. President's Report:** President Olivo recognized the English Department faculty for receiving the Campaign for College Opportunity Excellence in Placement award. The college's application for the USC Men of Color Grant proposal has been accepted to go on to the next round. A proposal was funded for \$300k for culturally relevant teaching redesign. She commended Jeanne Costello for leading campus Professional Learning and Joe Carrithers for directing Associated Students. Both will be leaving their posts after many years. Tomorrow is the Rising Scholars soft launch in the breezeway of building 2000. A community space will be in room 127, 100 building. Dr. Olivo said she wants the college to continue changing and played a video of Dr. Gloria Ladson Billings regarding changing for the future and eradicating racism.
- 2. Planning & Budget Steering Committee Report:** Daniel Berumen shared that PBSC has been preparing for the program review process and trying to improve access to the process as well as making it easier to provide feedback on it.
- 3. PAC Member Reports:**

Jennifer Combs said many things are in progress at Faculty Senate, but that there is nothing new to report.

Summer Marquardt said CSEA is starting negotiations soon and has sent a survey to members.

Jennifer Merchant announced the DMA End of Year breakfast will be held on May 12. DMA is looking for reps for the Social Science Dean and CTE Dean hiring committees at Cypress College.

Dr. Olivo mentioned the Classified Senate Luau is on May 11 and 19. She is hosting casino night and drag queen bingo on June 7 and an ice-cream social on June 6 for Classified Staff. CSEA will conduct a Know Your Rights presentation that week, also.

OLD BUSINESS

- 1. College Goals, Objectives, and Institution Set Standards: 2023-25 (Berumen, Action):** A presentation was made on the college goals, objectives, and institution set standards at the last PAC meeting. This process updates the guide for planning from 2023-2025. Daniel Berumen reviewed the process and again went over the goals, metrics, objectives, and set standards that were presented last meeting. He asked for feedback or endorsement of this item.

A motion to approve the proposed College Goals, Objectives, and Institution Set Standards: 2023-25 was made and was approved unanimously.

NEW BUSINESS

- 1. Strategic Enrollment Management Team Update (LaBounty, Merchant, Orlijan, Wilson, Information):** Jennifer LaBounty presented a SEM Team update highlighting their progress over the last year. The team is in place to look at enrollment, headcount and FTES declines as well as retention. There are 11 team members, and they have been guided by coaches from the state since June 2022. Dr. LaBounty shared the Purpose and Goals of SEM in her presentation and identified six targeted student groups: CTE; economically disadvantaged; international; re-entry; men of color; and dual enrollment students. Strategies and Practices they are working on target scheduling, support services, outreach, marketing, completion, and retention/persistence. They also propose creating a campus based, dual reporting Enrollment Management Committee to do this work. This update will be presented to all the campus constituent groups. Dr. Olivo said that if this committee could lead faculty to use Starfish for retention it would be valuable. VPI Nunez remarked that these types of committees often have great ideas but lack the power to implement them, and that possibly programs and offices could make suggestions and request funding through this committee. VPSS Contreras said this committee could help with scheduling and promoting equity. PAC members were asked to take this information back to their constituent groups and gather feedback.
- 2. Draft Institutional Self-Evaluation Report (Fouquette, Information):** Danielle Fouquette presented the ISER that she and the Program Review Committee have been working on. This is the first draft of the ISER, Section G, evaluation of how the college meets the standards. She pointed out a number of positive things that have happened since the last accreditation. Among these are:
 - Creation of the Institutional Integrity Committee (IIC)
 - Office of Institutional Effectiveness adding support
 - Instructional Success Teams
 - Distance Ed
 - New Instructional Designer position
 - GP work
 - Student Services Program Review process changes
 - Innovative practices during the pandemic

Some Areas for improvement:

- Mission statement revision process
- Better alignment of planning and resource allocation processes
- Complete the Program Mapping process
- Complete the PSLO redesign process

Some of the recommendations for Student Services include determining student services outcomes and determining principles for what a student service program is. Part of this review process is the Quality Focus Essay which Danielle described as more of a place to describe a project rather than meeting standards. Danielle stated that they will focus on efforts to integrate DEIA efforts into the college's Strategic Plan as the topic of the essay. These and other details were included in her presentation packet sent to PAC members.

- 3. Follett Equitable Access (Olivo, Information):** Dr. Olivo presented a proposal being put forth by the District to increase enrollment at all three campuses. Using Covid relief dollars, the CEO's have endorsed using the remaining HEERF funds to contract with Follett to be a part of their Equitable Access Program starting Fall 2023. Students would be able to get required textbooks for a lower price. The District would work on the contract for all three campuses. Students who are enrolled in 9 or more units would be eligible. President Olivo spoke to several colleagues who reported that this program has worked well for their institutions. The cost would be \$650k or more of CARES funds. She will take this proposal to Faculty Senate next week. The program would limit to either \$100 or \$150 the amount a student would pay per semester for textbook access. The District would pay the rest. Students could opt out if they had no classes with books.

Some of the concerns expressed were: this could be an increase in cost for students when it is more than they would pay otherwise; how will students know they can opt out; how does the program tie in with our OER goals and CTE; will Follett negotiate the contract to give us better terms; we are working towards OER acceptance, would that stop if we go with this program; the District is subsidizing this program for only one year, then we are out of funds. Dr. Olivo said the intention is not to continue the program, but to motivate more students to enroll, now. She stated that Fullerton College needs an immediate increase in enrollment. A decision will be made in the next 2 weeks, and this proposal will be taken to the faculty senates (CC, FC, NOCE) for approval, but will not be taken to Associated Students for support.

ADJOURNMENT: The meeting adjourned at 4:11 p.m.

NEXT MEETING: May 10, 2023 at 2:00 p.m.