



**Approved Minutes
President's Advisory Council
October 23, 2024**

MEMBERS PRESENT ***Chair:*** Cynthia Olivo ***Deans:*** Jennifer Merchant, Bridget Salzameda ***Management:*** Grant Linsell, Jennifer Merchant ***Faculty:*** Ziza Delgado, Danielle Fouquette, Heather Halverson, Bridget Kominek ***Classified:*** Yadira Aguillon, Amy Shrack ***Students:*** ***Resource Members:*** Pepe Barton, Daniel Berumen, Henry Hua, Evelyn Lindley Janeth Manjarrez, Elizabeth Martinez, Connie Moreno Yamashiro José Ramón Núñez

Members Absent: None

Guests: Carlos Ayon, Karina Corona, Jeanne Costello, Jorge Gamboa, Flor Huerta, Marshall Johnson, Beth Kelley, Bridget Salzameda, Kesha Shadwick, Kim Vandervort

INFORMATION

1. **Approval of Minutes from October 9, 2024:** Approved with the addition, at the request of Danielle Fouquette, to add the discussion that ensued about the difficulty faculty have in dropping students who have a hold on their account after the term starts. This discussion took place between agenda items 5 and 6.
2. **Approval of Agenda:** Approved as submitted.

REPORTS

1. **President's Report (Cynthia Olivo)** Dr. Olivo welcomed the new PE Dean, Beth Kelley who introduced herself to the group. Rosie Kar brought up that FC has an invitation to apply for an ANAPISI recognition award. It's for colleges with good transfer rates and whose students have shown the ability to move up the socioeconomically. FC is one of 100 U.S. community colleges that are eligible to apply for this award, and FC is rated #4 in California on this list.
2. **Budget Update (Henry Hua)** The Budget forum was yesterday, and Henry thanked everyone who attended. He is planning another for Spring 2025.
3. **Enrollment Update (José Ramón Núñez)** VPI Núñez shared that he is expanding a few sections to capture more students. The college is about three points above the FTES of last spring. Many students are parking in the neighborhoods around campus, showing there are more students attending the college. VPAS Hua added that the college is in discussion with the city about using existing parking on the corner of Chapman and Lemon.
4. **Student Services Update (Elizabeth Martinez)** VPSS Martinez talked about the programming on campus including a town hall today, the Dia de los Muertos event tomorrow, Yosimar Reyes speaking today, and the Mental Health and Wellness Summit being put on by the district at Cypress College on October 29. She stated that the Transfer Center is busy right now for transfer season. She also shared she is working on enrollment with Albert Abutin, A&R, Campus Communications, and Financial Aid to target students throughout the year to move them from part time to fulltime status. Faculty reps Bridget Kominek and Ziza Delgado

mentioned that faculty needs to be made aware of these outreach efforts, and they would like updates on student drops.

5. **Institutional Effectiveness Update (Daniel Berumen)** No report.
6. **Campus Communications Update (Pepe Barton)** Pepe Barton said his department works to increase enrollment with students who are already in our system, but that we also need to add new students. He said the college has entered a contract with Liaison to find those new students in our community. The focus will be on students who have never attended college. Liaison will mail out postcards and have the recipients fill out and return an interest form. We will then enter that data into our system for emails and text reach outs. This campaign will start for Summer and Fall 2025 and will be a 3-year process.
7. **Friends of Fullerton College Foundation Update (Janeth Manjarrez)** Executive Director Manjarrez said she has been sharing the new fundraising guidelines with constituent groups on campus. There is not a deadline for a vote on this as the guidelines are essentially California law and do not need Board approval. She is working to reinstate President's Circle, and information can be found on Donor Box. Dr. Olivo said this campaign will be rolled out to campus constituent groups along with an update on the strength of the foundation. Questions arose on how questions should be brought to Janeth from faculty, and she said to email her. Janeth reported that money will be tight for spring scholarships this year. There are funds from the state, but not much else. AS faculty advisors asked how the new fundraising guide relates to student fundraising efforts. She stated that if a letter is needed for a tax preparer, then the fundraiser needs to go through the foundation, and basically the guidelines should be followed by everyone. Raffles/opportunity drawings must go through the foundation. Dr. Olivo said AS fundraising is not under these guidelines unless it involves an opportunity drawing. They only apply to people partnering with the foundation. It was suggested to have a FAQ page on the foundation website to help with common questions.
8. **Planning and Budget Steering Committee (PBSC) Mission, Purpose and Composition (Henry Hua, Bridget Kominek)** This document was sent out ahead of time to PAC. Bridget Kominek highlighted that PBSC is going to recommend budget requests, review and consider program review funding requests, and support efforts to investigate and deliberate external funding sources. It will also become a dual reporting committee. It was mentioned that for the faculty senate president co-chair, the addition of the wording "or designee" would be helpful when there is transition in the president position

A motion was made to approve this item as amended by adding the words "or designee" to the faculty president co-chair position. The motion was voted on and approved.

9. **Program Review and Planning Committee (PRPC) Description (Daniel Berumen, Bridget Kominek)** A revised Program Review and Planning Committee Mission, Purpose, and Composition document was sent to PAC ahead of the meeting. Among other changes, the PRPC will support college planning efforts and will become a joint reporting committee. It was discussed that terms should be added to the faculty member seats and the faculty co-chair. They will be 3-year terms.

A motion was made to support the revised committee description with the addition of adding terms to the faculty co-chair and faculty member roles. The motion was voted on and passed.

10. FYE Updates (Jeanne Costello, Jennifer Merchant, Kim Vandervort) Kim Vandervort presented a PowerPoint update on the FYE program highlighting some key points from the first 2 years of the program. Some lessons learned: badging did not prove to be an incentive; English and Math reached the most first year students; whole programs vs. individual courses was a more effective model; and, partnering with student services created greater impact. Current implementation includes workshops, common assignments, reserved seats in FYE sections, and more courses. Data was mixed but showed that the persistence rate was higher in FYE classes especially for Black/African American students. Discussion went on about FYE overlapping with other programs and departments, and the need to avoid duplicating efforts with other interventions being offered to various student groups and communities.

11. Program Mapper Demo (Jennifer Merchant, Jeanne Costello, Kim Vandervort) Jennifer Merchant shared a presentation on Program Mapper. From the FC homepage, program maps are not easy to get to, and they are working with Pepe to make it more efficient for students. Once at the page, you can click on a Hornet Pathway and search through degrees, high unit certificates and low unit certificates. Average salaries, transfer information and suggested semester schedules are all accessible options as are links for making an appointment and registering for classes.

12. FC Men of Color MOCAN Application and Projects (Jorge Gamboa, Marshall Johnson) Jorge Gamboa reported that FC is applying to be a chapter of the Men of Color Action Network (MOCAN). This will give the college access to resources to raise awareness about social justice issues, provide professional development opportunities, and create a sense of belonging. Getting Institutional commitment is part of the MOCAN application. Jorge found the greatest needs of men of color at FC are academic assistance, career and professional development, and a community of support. Details of this proposal were emailed before the meeting for members to review. There was a general sense of support from PAC, and this will be brought back next meeting for a formal vote.

13. Institution Set Standards (ISS) Review (Daniel Berumen) Daniel Berumen said ISS are key performance indicators that represent the minimum performance level for the college in various areas. In addition, there are aspirational goals that are set. He stated that reviewing the ISS is necessary to prepare for strategic planning in spring. Due to time restraints, he will return with this item at the next PAC meeting.

MEMBER UPDATES:

- Associated Students: A meeting to discuss Campus Safety was held today.
- Classified Senate: Kesha Shadwick said the senate discussed AP/BP 7600 with representatives from Campus Safety. The possible use of asps was of concern to the group.
- Faculty Senate: Bridget Kominek said they adopted the curriculum committee's proposal for Title 5 Plus One and will look at AP/BP 7600 at the next meeting. Ziza Delgado added that a recent faculty allocation meeting was collegial, and that the district and faculty goals are aligned in the desire to increase enrollment. She summarized the four lessons they learned: 1. Departments have been running on a deficit of fulltime faculty for far too long; 2. Boosting enrollment will be undermined if courses are not available for students; 3. Using Adjuncts for needed positions is unsustainable; 4. Urge the district to consider the FTF obligation number as a floor, not a ceiling.

- Deans: Grant Linsell said that conversations about AP/BP 7600 have been robust.
- CSEA: Amy Shrack said CSEA is still in negotiations with the district and that the IT job family MOU has been on hold for over a year. The district wants to remove the current longevity factor from all the IT positions.

ADJOURNMENT: The meeting adjourned at 4:10 p.m.

NEXT MEETING: November 13, 2024