



President's Advisory Council MINUTES

MEMBERS PRESENT: *Chair:* Kathie Hodge; *Deans:* Bob Jensen, Rick Perez; *Management:* Chris Figuera, Emilio Perez *Faculty:* Diana Kyle, Joumana McGowan, Miguel Powers, Rolando Sanabria; *Classified:* Chrystal Van Beynen; Cynthia Wafer *Associated Students:* Julie Law **MEMBERS ABSENT:** Alejandra Goodrich

HOUSEKEEPING

1. Agenda: Dr. Hodge requested that the Dynamic Fund Allocations item be moved to the end of the agenda.
2. Minutes: The minutes of September 28, 2005 were approved as presented.

NEW BUSINESS

1. Title V Update: This item has been rescheduled for the November 9 meeting. Victoria Lugo will give an in depth presentation of the program at that time.
2. Institutionalization of Campus Programs: Dr. Hodge asked Carol Mattson to chair a committee to discuss this issue and bring recommendations to PAC. Diane Kyle was appointed the faculty representative and appointments from other constituent groups will be forwarded to Carol Mattson.
3. Standard Office Furniture: Due to the various construction projects scheduled to begin in the near future, Dr. Hodge requested that a committee be formed to look into establishing guidelines for selecting standard office furniture on campus. Names for committee representatives should be forwarded to Debra Gerard.

OLD BUSINESS

1. Media Services as an Instructional Support Unit: Janet Portolan reported that she will provide Dr. Hodge with information pertaining to this issue at President's Staff. This issue will return to PAC for further discussion.
2. Staff Parking – Evening: As requested at the last PAC meeting, a committee was formed to discuss the possibilities of making staff parking lots available for student parking at night. Emilio Perez reported that the committee will have its first meeting later this week. Lora Gauthreaux will join the committee as the classified representative.
3. Student Dining Quad: Chris Figuera reported that the committee will be touring the Cal State Fullerton dining area before the end of the week. They will bring back recommendations to the next PAC meeting for possible solutions to improving the student dining areas on campus.
4. Dynamic Fund Allocations: Dr. Hodge opened the discussion of this agenda item by stating the ground rules for discussion and allocation of the dynamic fund: a) allocation of funds will be a PAC decision only b) no outside discussion will be considered and c) there are other pots of money that can be allocated to meet the needs of some of the requests. It was determined that several members of the group were not prepared to begin discussion at this time. It was agreed to postpone the discussion to the next PAC meeting to allow all members of the group to come prepared and able to make a valid contribution to the discussions.

INFORMATIONAL ITEMS

1. Faculty Hires – Fall 2005: A copy of the information compiled by the District regarding *Faculty New Hires Fall 2005* and *Adjunct Hired as FT Faculty Fall 2005* was distributed with the agenda as an information item.

2. LLRC Dedication: Dr. Hodge reminded everyone that the dedication ceremony for the Library Learning Resource Center will be held on Friday, October 28, at 10:00 a.m. Invitations have been distributed. The watercolor portrait on the invitation was done by Marciano Martinez, Fullerton College Professor of Art.
3. FC Annual Report – Dr. Hodge reported that the FC Annual Report will be presented to the Board at the November 22 meeting.
4. Medical Personnel: A copy of the recommended *Nonclassified Short-Term Hourly Employee Rate Schedule* for medical personnel was distributed. The recommended changes were submitted directly to the District by Fullerton College staff. If there is any feedback, please provide it to Dr. Hodge. In the future, Dr. Hodge requested that campus personnel inform the appropriate Vice President prior to submitting any requests to the District. This will allow the campus to be better prepared to discuss these issues at District-level meetings.
5. *Hornet*: Emilio Perez commented on the article published in this week's *The Hornet* regarding the increased crime rate on campus. He reported that the crime rate on campus is not as outlined in the article and that it has actually decreased since last year.

MEMBER REPORTS

1. Deans: Bob Jensen reported that the recurring theme at the Deans' meetings has been enrollment management and how it can assist them in preparing class schedules and forecasting FTES. He reported that the recommendation by the Deans for the allocation of Instructional Materials and Instructional Equipment funds has almost been completed. The Deans are reviewing building needs before allocating the remaining \$100,000. It was reported that the program to enforce pre-requisites thru Banner at the time of registration will be tested during the spring 2006 registration period. The program automatically denies students from registering for classes if they have not met the pre-requisite requirements. A pilot was conducted last semester for the English Department and Dr. Hodge encouraged the Deans to learn from that experience before making any final decisions. Dr. Hodge then introduced Ted Spriggs, who was recently selected as the Interim Dean of Student Support Services. Rick Perez reported that the student services managers have begun discussion regarding classified allocations based on FTES. The outreach and recruitment services group has been working on creating an action plan to help define the critical outreach and recruitment needs of the campus. The group will present their findings to Dr. Hodge once the plan is completed.
2. Managers: Emilio Perez reported that Campus Safety is working together with the Registration Committee on their efforts to conduct a student survey that will allow students to give feedback regarding pre and early spring 2006 registration services. Ken Meehan is assisting in the formulation of the survey. Dr. Hodge requested that a copy of the survey be brought to PAC before it is distributed. Chris Figuera reported that she will be meeting with the Deans to discuss their comments/concerns regarding the new Trouble Ticket System. Nilo Niccolai will assist with implementing any changes to the system.
3. Faculty: Joumana McGowan reported that the Faculty Senate has forwarded the Program Discontinuance policy to the District Planning Council (DPC) for their approval. The proposed policy has been endorsed by all three faculty senates (Fullerton College, Cypress College and School of Continuing Education). Dr. Hodge asked that the policy be sent to her for her information. It was also reported that the Faculty Senate has referred the issue of clarifying the definition for Distance Learning to the Curriculum Committee. Dr. Hodge requested that Carol Mattson be involved in all discussions pertaining to this issue. The faculty representatives from the ACT Committee met with library faculty to discuss the LLRC computer log-on issue. After discussion with the Faculty Senate their recommendation was quoted as "The Senate requests Dr. Hodge to direct Nilo to open up the computers in the library so they do not require a network login, make all the laptop ports available for Internet access without requiring a network login, and require that someone on Nilo's staff be further trained in security." Dr. Hodge noted the faculty recommendation and requested that the faculty representatives to the ACT Committee meet again with library faculty to develop a policy on this issue.
4. Classified: Chrystal Van Beynan introduced Cynthia Wafer, new Classified Senate President and PAC member. Cynthia reported that the Hurricane Katrina Relief sub-committee is assisting with the upcoming Hurricane Relief Opportunity Drawing to be held at the end of the month, representatives from the Classified Senate will be attending a classified conference at Mt. San Antonio College to be held on

Friday, October 14, and that a survey has been distributed to all classified staff requesting feedback regarding the level of importance of the various issues of interest to be addressed by the Classified Senate. The results have not yet been compiled.

5. Associated Students: Julie Law reported that the students are in support of the \$1 health fee increase as proposed at the last PAC meeting. Dr. Hodge stated that she forwarded the students' endorsement of the increase to the Chancellor's office. It was announced that three new senators have been elected to the Associated Students' Senate, which allows them to operate with a full senate board this semester. Julie also reported that the students are working on two proposals. The first proposal, which was forwarded to the Faculty Senate, is to allow multiple AA degrees be awarded to one person. Currently only one degree can be awarded. The second proposal is with regard to smoking on campus and will be forwarded to Dr. Hodge as soon as it is completed.

ANNOUNCEMENTS

1. Dr. Hodge provided the information requested at the last PAC meeting pertaining to programs operating with negative funding. The Health Center and Child Care Center are the only two programs operating with negative funding. The Matriculation program did overspend in 04/05, but this program is not considered a "center" and is working on a payback of the funds.

Adjournment: 3:15pm

Patricia Sanchez
Recording Secretary