



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:* Alejandra Goodrich, Julie Law

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 October 12, 2005 were approved as presented. Rick Perez requested that committee memberships be included in the minutes.

OLD BUSINESS

1. Dynamic Fund Allocations: The members of PAC used the *Project Prioritization and Selection Framework* distributed by Dr. Hodge to assist in the decision-making process for allocation of the Dynamic Fund. This is a basic Delphi model to assist in making decisions on items of distinct differences. A total of \$230,003 will be distributed to the various departments and programs. Adam O'Connor will finalize the list and make the appropriate budget adjustments relating to hourly budgets. The approved areas will be notified as soon as possible regarding the availability of the funds.

INFORMATIONAL ITEMS

1. PfE Program Funding: Dr. Hodge reported that the 25% that was to have been added back to the budgets of PfE programs that experienced past budget cuts greater than 10% had not taken place. The funds were added to the dynamic fund.
2. 2000 Building: Dr. Hodge reported that the 2000 building renovation is still an active project and \$8 million dollars from bond funds is allocated to the project.
3. PE Building: Dr. Hodge reported that bids for the PE construction project appear to be coming in over budget. She reiterated that \$26 million is still allocated to the project and the campus would work with the PE Division to get the best project possible with the \$26 million.
4. Key Distribution Process: Dr. Hodge reported that at a District meeting the question was raised about responsibility for key distribution was. She wanted to make it clear that each campus is in charge of their own key distribution system and the process is not controlled by the District.
5. Transfer Center/Workforce Center: Dr. Hodge congratulated Heidi Lockhart, Chrystal Van Beynen, and their staff for the wonderful job they did with the Transfer Day College Fair and Workforce Center Fall Job Fair held on campus this week.
6. Decision-Making Process: Joumana McGowan requested information regarding the campus strategic planning process. It was reported that the deans are making decisions about the college's policies on strategic planning and master planning. It was clarified that the meeting was only a discussion of the topic and no decisions were made. Dr. Hodge reiterated that this will be a collaborative process.
7. Behavior Concerns: Dr. Hodge stated that any concerns on the part of faculty and staff regarding student or staff behavior should be reported directly to Campus Safety. Campus Safety will refer issues to other campus resources as required. Dr. Ramirez will continue to handle all student discipline cases.
8. Faculty and Classified Evaluations: Dr. Hodge requested that, although routed differently in the past, future faculty and classified evaluations be routed through the respective Vice Presidents' office.
9. Associate of Arts Degree Proposal: A copy of the Associated Students FC Associate of Arts Degree Proposal was distributed with the agenda. The students have submitted a proposal recommending that

students be allowed to earn multiple AA degrees if they have taken the required courses. The proposal has been submitted to the Faculty Senate, who forwarded the proposal to the Curriculum Committee for recommendation to the Senate.

10. Tutoring Center Referrals: A student PAC representative asked about the status of the Tutoring Center referral issue. It was reported that a Tutorial Center Referral Sheet has been made available to all faculty and faculty have been encouraged to include this in their course syllabus. Legal requirements mandate that students be referred to the Center by a faculty member in order for the college to receive apportionment funds. However, it is the college's commitment that no student would be turned away from using the Center if they need the help.

MEMBER REPORTS

1. Deans: Rick Perez reported that the 2000 building is getting ready for spring registration by reconfiguring the first floor. Twenty-one computer stations will be added to give students easy access to WebStar during registration. He also reported that the Registration Committee continues its discussion for ways to improve student services. The Deans are also reviewing field trip guidelines, outreach coordination and the mass mailing process. Bob Jensen reported that the Deans are surveying classroom improvement needs before allocating approximately \$94,000 in Instructional Equipment money to this purpose. As reported earlier they are also discussing the college's strategic planning and master planning policies.
2. Managers: Emilio Perez reported that the Parking Committee is still in discussions regarding options to make staff lots available for student parking at night. He will have an update at the next PAC meeting. Chris Figuera reported that the Student Dining committee will be visiting the Cal State Fullerton dining area next week. She will have an update at the next PAC meeting.
3. Faculty: Joumana McGowan reported that the first draft of the Academic Freedom Policy was reviewed by the Faculty Senate. A second read will follow at the November 17 meeting. An electronic copy will be emailed to PAC for their information. The Faculty Senate continues to support the recommendation made to Dr. Hodge at last PAC meeting to open up the computers in the library so they do not require a network login. Faculty Senate passed a resolution on October 20 requesting that the School of Continuing Education be prohibited from numbering their non-credit courses between 100-499 and from offering courses traditionally taught in the college credit program without an agreement with the faculty from the credit departments. The Faculty Senate has requested that the Student Equity Plan committee change the focus of their discussions to reflect areas of student success and student retention. Dr. Hodge requested that a list of the members of the Student Equity Committee be forwarded to Debra Gerard.
4. Classified: Cynthia Wafer reported that feedback has been compiled from the recent classified survey. The results, in order of importance, were: insure classified staff are represented on campus committees; develop staff development activities which enable classified to better serve students; communicate more effectively with classified to increase campus awareness; provide avenue for classified to have a voice in building/relocation plans that will affect their jobs; implement recommendations for accreditation report; and clarify, ensure and integrate the budget planning process and decision practices. She further reported that the Hurricane Katrina Relief committee has collected several thousand dollars worth of donations to be used at the upcoming Hurricane Relief Opportunity Drawing. The next Classified Senate meeting will focus on finalizing the approval of the senate's logo and reporting the outcome of the classified conference held at Mt. San Antonio College on October 14.
5. Associated Students: Alejandra Goodrich reported that several of the student officers had attended the Student Leadership Conference in San Jose last week. The college homecoming events "Vegas style" will be held next Wednesday, November 2 in the Quad. Faculty are encouraged to release their students from class to participate during the College Hour. Julie Law reported that wrist bands will be distributed that day in awareness of the Great American Smoke-Out and the proposal for a non-smoking campus has been approved by the Associated Students and forwarded to the Vice President and President for their approval. The students will then place this issue on the District Planning Council agenda.

Adjournment: 5:05pm

Patricia Sanchez, Recording Secretary