



President's Advisory Council MINUTES

November 9, 2005

Approved - 12/14/05

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:* Cynthia Wafer *Associated Students:* Alejandra Goodrich, Julie Law **MEMBERS ABSENT:** Chrystal Van Beynen

HOUSEKEEPING

1. Agenda: Informational Items 9-13 were added to the agenda.
2. Minutes: The minutes of October 26, 2005 were approved as presented.

NEW BUSINESS

1. Title V Grant Update: Victoria Lugo presented a progress report of the first Title V Grant. A report *Title V Grant Update to PAC 11/9/05* was distributed and provides a detailed outline of the grant's progress since Year One (2001-02). Victoria Lugo is leaving Fullerton College to accept the position of Interim Dean of Student Development & Matriculation at San Diego Mesa College. The vacancy created by her departure will be filled.
2. November 23, 2005 Meeting: The November 23 PAC meeting has been cancelled. The next regular meeting is scheduled for December 14, 2005.
3. Budget Allocation Models: Adam O'Connor gave an overview of the four District budget allocation models that will be reviewed at DPC on Monday, December 12, 2005. The review is a continuation of the discussions that began last year for possible implementation during the new budget year. The models include Growth Beyond Extended Day Budget Allocation Formula, Partnership for Excellence Budget Allocation Formula, New Facilities Budget Allocation Formula, and Operating Allocation Budget Allocation Formula. Dr. Hodge stated that the college supports these proposals. Joumana McGowan announced that the faculty will be requesting a decision on the models be tabled until negotiations are completed.
4. Bookstore Committee: Dr. Hodge requested a committee be formed to serve in an advisory capacity to the Bookstore. A name from each constituent group is to be forwarded to the president's office. Dr. Hodge will convene the committee once all names are received.

OLD BUSINESS

1. Dynamic Fund Allocations - Review: A list of the final allocations from the dynamic fund was distributed with agenda. A discussion ensued regarding the evaluation of the dynamic fund process. It was noted that the fund should be more student oriented and fund allocations should be directed towards student base requests rather than equipment based requests. Other comments included: the established goals and priorities were too broad and narrow; there seemed to be overlapping of funding sources; requests were not prioritized. Rick Perez reported that the Deans' Council recommends the full restitution of instructional base budget allocations to the 2004/05 levels and that only carry-over funds should be used to produce the dynamic fund. To assist the Budget Development Committee in further evaluating the dynamic fund process, Adam O'Connor distributed a questionnaire titled *2005 Dynamic Fund Process Evaluation*. All members were encouraged to distribute to their respective constituent groups and return to Adam by Friday, November 18. The questionnaire will be posted on the J: drive.
2. Staff Parking – Evening: Emilio Perez reported that the committee will meet one more time to establish their final recommendation regarding student parking at night. The recommendation will be made available at next PAC meeting.
3. Student Dining: Chris Figuera reported that the committee has made a walkthrough of both the Fullerton College and Cal State Fullerton dining areas for possible ideas to improve the student dining areas on our

campus. The committee will meet again to review possible shading options from approved vendors. An update will be made available at next PAC meeting.

INFORMATIONAL ITEMS

1. LLRC Dedication: Dr. Hodge thanked everyone for their contributions in making the Library/Learning Resource Center dedication ceremony a huge success.
2. New Faculty Hires: A copy of the New Faculty Fall 2005 Recruitment list was distributed with the agenda. Dr. Hodge reported that additional positions may be added due to retirements.
3. Wireless in the Quad: Nilo Niccolai reported that wireless access has been activated in the campus Quad south of the LLRC and in the dining area north of the LLRC. An article announcing the availability of wireless accessibility appeared in the October 19 issues of the *Hornet*. Since its inception, 320 students and 23 staff members have logged on to their computers using the wireless option. Nilo reported that in order for anyone to access this service, they must first activate their account by login in from a landline computer and resetting their password. Dr. Hodge requested that more information be provided throughout the campus to inform students and staff about this new service. She urged everyone to help spread the word and report back to their constituent groups with the information.
4. Rigging in Theatre – Safety Item to District: Janet Portolan reported that she has met with Bob Jensen to discuss the potential upgrading of the Theatre rigging system. An independent consultant was hired in August to give an in depth report on the condition of the system. It is estimated that replacement costs will vary from \$250,000 to \$500,000. The department is hiring another consultant to give a second opinion before any final decisions are made.
5. Fence across Chapman: Dr. Hodge reported that the possibility of fencing the sculpture area at the corner of Lemon and Chapman is being discussed. This will allow for a safe location to conduct a variety of campus events. No final decisions have been made on this issue.
6. Spring Enrollment: Dr. Hodge reported that Fullerton College did not meet its FTES growth target for the fall semester and all efforts are being made to increase spring FTES.
7. Parking at Carter Bowl: Janet Portolan reported that the new schedule for the spring shuttle service is currently under review and hours established based on fall semester usage. It was reported that the hours will most likely be 7:15 a.m. to 3:45 p.m. It was noted that advertising will play a key role in informing the students of the shuttle schedule once it is finalized.
8. Furniture Committee – Standard: Dr. Hodge reported on the need to pursue the establishment of a committee that will look into establishing guidelines for selecting standard office furniture on campus. Rick Perez will be the management representative. Representative names from the remaining constituent groups should be forwarded to Debra Gerard.
9. Student Development Transcript Program: This item was rescheduled for next PAC meeting.
10. Field Trip Alcohol Issue: Dr. Richard Ramirez presented a ***Proposed Standard Statement*** that would be added to the FC Student Field Trip Form addressing the consumption of alcohol and controlled substances during campus authorized field trips. The statement was accepted and approved for inclusion on the FC Student Field Trip Form. On a related issue, Dr. Hodge reported that the District is currently looking into the issue of exposed liability from distributing maps for field trips. A copy of a ***letter addressed to Janet Portolan dated November 4, 2005 from the Schools Legal Service*** outlining their opinion regarding exposure to liability by providing maps during field trips was distributed.
11. PE Construction Project: Dr. Hodge reported that the new bids for the PE construction project came in several million dollars over budget. Dr. Hodge will be meeting with Sue Beers and the P.E. Division staff to discuss the next step. She reiterated the college's commitment to spend \$26 million of bond money to provide facilities that meet the needs of the division and the campus community.
12. Student Equity Plan: Dr. Hodge reported that the Student Equity Plan and Annual Report will be presented to the Board at the meeting of November 22 which will be held in the FC Campus Theatre.
13. Conference Room: Dr. Hodge reported that she has instructed Janet Portolan to look into the possibility of combining PCR-A and PCR-B into one large conference room. There is a great need on campus for a large conference room that can accommodate groups of twenty or more. Room 1018 is currently being used as a large conference room and should be utilized as classroom space instead.

MEMBER REPORTS

1. Deans: Rick Perez reported that discussion from the last Student Services Deans meeting included continued review of the college's strategic planning and master planning policies, classified FTES formulas, institutionalization of Title V positions, AB 540-Non Resident student policy, comprehensive college-wide disaster/emergency preparedness guidelines, mass mailing process, and the AS Non-Smoking policy recommendation. Bob Jensen reported that other discussions included transcript guidelines and participation from student organizations, CurricuNet process, restricted list of classes for special admit students, independent study student contracts. He reported that Adriana Flores-Church met with the Deans to review the process of establishing hiring committee timelines.
2. Managers: Emilio Perez reported that all areas of campus safety went smoothly during the LLRC dedication ceremony as well as the Policy Academy graduation ceremony that weekend.
3. Faculty: Joumana McGowan reported that in response to the Faculty Senate's resolution regarding School of Continuation Education's non-credit course numbering, Dr. Hunter has created a subcommittee from DCCC that will work on this issue. The committee will be composed of three representatives from each campus (one vocational instructor, the curriculum chair, and the Vice President of Instruction/EVP). The committee's focus will be to find a resolution to issues involving course numbering, duplication in course numbering and certification, and to creation a distinction between credit and non-credit programs.
4. Classified: No Report.
5. Associated Students: Alejandra Goodrich reported that there was a high level of student participation at last week's Homecoming event. The Associated Students distributed food to approximately 750 day students and 250 evening students. Hundreds of blue wrists bands were also distributed in awareness of the Great American Smoke-Out. Alejandra reported that several students volunteered their time at a Santa Ana polling booth during Tuesday night's special elections. Julie Law reported that the Associated Students' non-smoking campus proposal will be presented as a first read to the District Planning Council on Monday, November 14, 2005.

ANNOUNCEMENTS

1. PAC Agenda: It was questioned as to who receives the PAC agenda. It was reported that the PAC agenda is distributed only to the members of the committee. It is the responsibility of the members to distribute the agenda or any other information they deem necessary to their appropriate constituent groups.
2. Dean Council Meetings: It was questioned if the Deans' Council meeting is an opened-session meeting. It was reported that the Dean's Council meeting is a closed-session meeting.

Adjournment: 4:20pm

Patricia Sanchez, Recording Secretary