



President's Advisory Council MINUTES

March 28, 2007
Approved - 4/11/07

MEMBERS PRESENT: *Chair:* Kathie Hodge *Deans:* Bob Jensen *Management:* Emilio Perez *Faculty:* Ken Collins, Diana Kyle, Joumana McGowan, Jay Seidel *Classified:* Chrystal Van Beynen *Associated Students:* Julie Law, Jonathan Mayer *Absent:* Monica Hagmaier

HOUSEKEEPING

1. Agenda: Informational Items/Announcements Item 2 – Spring Break Projects, Item 3 – Directory Information.
2. Minutes: The minutes of the March 14, 2007 meeting were approved.
3. Note: In the absence of Monica Hagmaier, Catherine Parks is attending in her place.

NEW BUSINESS

1. Child Care Center: Dan Tesar reported on the financial status of the Fullerton College Child Care Center. As reported two years ago, the Child Care Center has been experiencing a financial deficit of approximately \$160,000 per year. At that time, a recommendation to reduce center operations or close down the center was presented to the former Planning and Consultative Council (PCC). In the Fall of 2005 an arrangement was made with the center staff and parents to pursue some alternatives that could bring additional funds to the center. These would include an attempt to increase the ratio of private vs. subsidized patrons, submission of the CCAMPIS grant, and pursuing other grant sources. Currently none of these alternatives have been met. In planning the 2007/2008 center budget an estimated deficit of approximately \$215,000 is expected for the coming year. It was decided that a discussion about the future of the center is necessary and a final decision should be reached no later than January 2008.
2. Five Year Construction Plan: Janet Portolan gave an update on the Fullerton College 5-Year Construction Plan. The handout titled ***Five Year Construction Plan – District Projects Priority Order*** lists the current District's project priorities as submitted to the State Chancellor's Office. Jonathan Mayer requested that students be allowed to participate during the Final Planning Proposal process for the buildings. This process occurs after the state reviews priority lists and a project is chosen for possible state funding. In addition, Janet reviewed the ***5-Year Construction Plan PAC Update dated 3/28/2007*** which shows an estimated timeline for completion of current Fullerton College construction projects.

OLD BUSINESS

1. Budget Development Committee Report: Adam O'Connor reported on various topics related to the upcoming 2007/2008 budget process. First, he distributed a copy of the presentation given to the Board at last night's meeting titled ***NOCCCD FY 2007-2008 Preliminary Budget Assumptions*** based on the Governor's January Budget review. The key assumptions in this review include the 2% increase in statewide growth, 4.04% COLA increase, and the non-increase in student enrollment fees. Secondly, he distributed a copy of the ***NOCCCD 2007-2008 Tentative Budget*** outlining the details for estimated FTES targets, unrestricted general fund assumptions and resource summary, NOCCCD allocation model, and NOCCCD expenses. Key assumptions from the handout include Fullerton College's estimated FTES target growth of 0.75%, proposed allocation of \$289,718 due to prior year 5.92% COLA and \$47,449 due to prior year Growth Beyond Extended Day allocation. Thirdly, Adam reported on the Budget Development Committee's timeline recommendation for submission of one-time, on-going, and institutionalization fund requests. The specific timeline dates are outline in the ***Budget Development Committee Report to PAC dated March 28, 2007*** was distributed with the agenda. Copies of the ***Institutionalization Request*** and ***Ongoing or One-time Funds Request*** forms were also distributed with the agenda. The recommended timeline including an additional PAC meeting scheduled

for May 16, 2007 was approved. The deadline to submit requests to Adam O'Connor is April 19, 2007. Review, recommendation, and approval of requests will follow throughout the remaining PAC meetings. Adam will send an email to all PAC members giving specific details of the process. PAC members are to share this information with their constituents. Finally, Dr. Hodge reported that the District has requested a list of broad-based themes to consider for allocation of one-time general purpose funding. Allocation of funds will be distributed to each college based on the selected themes. The college will then allocate these funds to specific theme related project priorities. She has requested that PAC members get feedback from their constituents about possible broad-based themes for her consideration. A list of ***Fullerton College Proposed Use of One-Time General Purpose Funding*** needs was distributed. After clarification by Dr. Hodge that the District needs broad-based themes and not specific priority needs, this handout was no longer relevant to the discussion.

INFORMATIONAL ITEMS

1. Fullerton College 2007-2008 Goals: A copy of the ***Fullerton College 2007-2008 Goals*** approved at last PAC meeting were distributed with the agenda. Jonathan Mayer requested a change to Goal#2, Bullet 3 – “Establish a centralized Distance Learning program to help support online teaching and learning.” After some discussion it was approved to change “Distance Learning” to lower case letters to emphasize a broader term when relating to distance learning. The new goal will read “Establish a centralized distance learning program to help support online teaching and learning.” The revision will be incorporated into the final document and distributed to all PAC members.
2. Spring Break Projects: Janet Portolan gave an update regarding the upcoming building closures during the Spring Break due to delivery and installation of equipment associated with the chilled water project. On Monday, April 2nd the City of Fullerton will continue its work along Lemon Street which will require closure of Fullerton College Way and the parking structure. The stairs on the 500 building will be closed for painting. The railings of the Library Learning Resource Center will also be painted.
3. Directory Information: In response to Dr. Hodge's request that the college develop a procedure for recording the dissemination of student information, Peter Fong reported on the current implementation process. He distributed the ***Disclosure of Personal Information*** and ***Enrollment Verifications by Web*** forms. The forms outline the detailed information distributed to interested parties upon request. Students have the right to sign a disclosure statement withholding all personal and directory information from being released.

MEMBER REPORTS

1. Deans: Bob Jensen reported that at the last Deans' meeting they discussed the campus-wide progress on developing Student Learning Outcomes. The Luminous portal is expected to be implemented in November 2007. In April the Luminous portal workgroup will be scheduling portal presentations at each campus to solicit reaction and advice. Apple Education will be giving a presentation on I-Tunes University on Tuesday, April 17, 2007 in the Faculty Lounge from 9:00-11:00 a.m. Anyone interested in attending should contact Bob Jensen.
2. Managers: Emilio Perez thanked Bob Jensen and his crew for the hard work done during this past weekend's annual jazz festival. Emilio reminded everyone that Campus Safety is available 24/7 if anyone needs access to any rooms during the Spring Break. They may also contact Maintenance & Operations.
3. Faculty: No. Report.
4. Classified: Chrystal Van Beynen distributed a flyer regarding the ***Workforce Center Job Fair*** to be held on Wednesday, April 18, 2007. In preparation for the job fair students will have the opportunity to have their resumes evaluated by a professional during Resume Day which will be held on Tuesday, April 10, 2007. Chrystal asked that members display the flyer in their respective areas. Catherine Parks reported that the Classified Senate Open House is scheduled for Tuesday, April 24, 2007. The Orange County Teachers Federal Credit Union will be present at the event and has donated \$300 to help cover event costs. Terry Chambers from District Human Resources will also be present to answer any questions regarding employee benefits.
5. Associated Students: Jonathan Meyer inquired if grades automatically get posted on Banner after a student completes a course repetition. If so, does this eliminate the petition process? Peter Fong was in attendance and will research the question and bring back a respond to next PAC meeting. Jonathan inquired as to what areas on campus are currently available for wireless operation. It was reported that the Quad and patio area are currently wireless, the College Center is designated for wireless operation

when completed, and four classrooms are currently undergoing pilot testing for wireless operation. Jonathan reported that the Associated Students have voted to hold a dinner/dancing Ball at Cayote Hills Country Club. More information will be forthcoming.

6. Dr. Hodge: Dr. Hodge reported that Fullerton College will be implementing a committee to continue progress on the Smoking Policy Procedure. It has come to her attention that the Fullerton Police Department is issuing jay walking tickets along Lemon Street at a cost of \$210. The college has no control over arbitration on this issue. At the next District Curriculum Coordinating Committee (DCCC) scheduled for April 13, 2007, the School of Continuing Education will be bringing for review the course listing for their high school diploma program. At the Board meeting of May 8, 2007, all campuses will be reporting on their progress related to Student Learning Outcomes.

Adjournment: 4:40 p.m.

Patricia Sanchez, Recording Secretary