



President's Advisory Council MINUTES

April 11, 2007
Approved - 4/25/07

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

HOUSEKEEPING

1. Agenda: Informational Items/Announcements Item 2 – Drop For Non-Payment, Item 3 – Classroom Office Building Groundbreaking Event, Item 4 – Classified Barbecue Event.
2. Minutes: The minutes of the March 28, 2007 meeting were approved.

NEW BUSINESS

1. Accreditation Annual Report: A copy of the **2006-2007 Accreditation Annual Report** and **Annual Report Update on Student Learning Outcomes – 2006-2007** were distributed. Janet Portolan reviewed the contents of the annual report. A change to Question 4 of the report was noted by Diana Kyle. The Special Education AA Degree has not been approved and will be deleted from the list. Carol Mattson reviewed the contents of the student learning outcomes report. After some discussion it was agreed to add additional percentage information to Question 1 pertaining to established student learning outcomes within the divisional and departmental areas. A revised page 2 of the report with this information is attached to these minutes. The final report is due to the Commission by May 30, 2007. In response to the low percentages on the student learning outcomes report Dr. Hodge expressed that it is critical that all SLOs be completed by next year. Any college not completed with SLOs during their accreditation visit will be put on a warning status.

OLD BUSINESS

1. Broad-Based Themes: As requested at last PAC meeting, members were to bring back recommendations about possible broad-based themes to submit for to the District for possible allocation of one-time general purpose funding. A copy of **Dr. Hodge's e-mail dated March 29, 2007** listing her suggestions for possible theme considerations was distributed. Bob Jensen distributed a copy of **Broad Themes-Responses from Deans** listing their theme suggestions. After reviewing both documents the following recommendations were approved: (1) technology enhancements for instruction and student support services (2) augmentation of capital construction projects (3) instructional and student support equipment (4) support for completion of Student Learning Outcomes and assessments (5) support for college marketing & outreach (6) addition of personnel as necessary to support the mission of the college. Dr. Hodge will present these at the next DPC meeting.
2. Budget Development Committee – 2007/2008 Budget Assumptions: A copy of the latest **NOCCCD 2007-2008 Tentative Budget** was distributed. Adam O'Connor pointed out the highlighted changes that were discussed at last PAC meeting.
3. Budget Proposals – One time and Ongoing: Adam O'Connor reported that the district will be allocating \$7M of one-time funds to provide facilities, equipment, technology, and infrastructure support of instructional programs and services. The funds will be distributed as follows (1) a \$3.3M contribution to retiree benefits (2) \$950K for emergency preparedness and technology and infrastructure enhancement (3) \$1M to Fullerton College, \$1M to Cypress College and \$750,000 to School of Continuing Education for support of equipment, technology, and infrastructure enhancements. Adam recommended and discussed the benefits of moving the \$1M allocation to Fullerton College to a Capital Outlay account. After some discussion it was approved to move the funds to a Capital Outlay fund. Adam O'Connor reminded everyone that the deadline to submit requests for institutionalization and ongoing or one-time funds are due to him by April 19, 2007.

4. Smoking Ban Implementation Committee: Julie Law reported that a table will be set up at the upcoming Health Fair to assist students with questions regarding the newly implemented Non-Smoking Procedures. The Health Fair is scheduled for April 19, 2007. Dr. Hodge requested that a Non-Smoking Committee be established to begin the notification process to the campus community. The following members have been selected: Emilio Perez - Managers; Bob Jensen - Deans; Julie Law - Students. One name from each remaining constituent group is to be submitted to Julie Law. Andrea Hanstein will call the first meeting once all committee members have been identified.
5. Crosswalks: Jonathan Mayer inquired about the possibility for the City of Fullerton to add additional crosswalks within the surrounding college campus. Dr. Hodge requested that Janet Portolan contact the City to make the recommendation.

INFORMATIONAL ITEMS

1. Faculty of the Year: Joumana McGowan reported that Physical Education's Debi Woelke was named Fullerton College 2007 Teacher of the Year. Dr. Hodge along with other staff members presented Coach Woelke with her award during one of her Tennis classes.
2. Drop for Non-Payment: Peter Fong reported that a reminder advising students that it is their responsibility to drop classes appears in the Summer Class Schedule. The reminder will be printed in all upcoming class schedules.
3. Classroom Office Building Groundbreaking Event: Andrea Hanstein reported that a groundbreaking ceremony for the new Classroom Office Building will be held on Wednesday, May 2, 2007 at 1:30 p.m.
4. Classified Appreciation Event: Andrea Hanstein reported that the annual Classified Appreciation Event will be held on Thursday, May 24, 2007.

MEMBER REPORTS

1. Deans: Bob Jensen thanked Janet Portolan and her team for their hard work in transitioning the occupants of the 2000 and 600 buildings after being displaced from their areas during the Spring Break. Bob reminded everyone that Apple Education will be on campus Tuesday, April 17, 2007 to give a presentation on I-Tunes University. He reported that at the last Deans meeting it was discussed that the Micrograde/Webgrade license is up for renewal. Each division will now be responsible for funding any upgrades or additional licenses. Peter Fong reported that the District is exploring the many uses of Banner 8. An example of one of the services available includes submission of electronic timecards.
2. Managers: No Report.
3. Faculty: Joumana McGowan reported that, at the request of the Board, a discussion will take place at the next DPC meeting regarding the allocation of \$1.1M for new classified positions as well as the \$459,000 for new SCE staff. This will ensure that the shared governance process is followed.
4. Classified: Monica Hagmaier reported that the Classified Senate Open House is scheduled for Tuesday, April 24, 2007. Classified Senate is preparing for new officer elections in May. Chrystal Van Beynen reported that approximately 47 students took advantage of Resume Day which was held yesterday in the Quad. Human Resource professionals from Wells Fargo, Disneyland, and Danielle Heinbuch from the District office were available to assist students with resume preparation. The Workforce Center has established an advisory committee involving representatives from Counseling, The Career & Life Planning Center, and local employers to bring together ideas that can further assist students with job placement opportunities. Chrystal reported that 83 employers will be on hand during the Workforce Center Job Fair which is scheduled for Wednesday, April 18, 2007 from 10:00am – 2:00pm in the Quad.
5. Associated Students: In response to his inquiry at the last PAC meeting regarding if grades automatically get posted on Banner after a student completes a course repetition, Jonathan Meyer reported that Deborah Ludford was at the last DPC meeting and informed him that this process can be done. After some discussion it was agreed that this process can be done if the software is available on Banner. However, it was clarified that even though grades could be posted automatically there would still be special circumstances where the petition process would be necessary. Jonathan inquired as to the college's standing with regards to unit limit requirements for associated student officers. He reported that the state limit requirement is set at 5 units while Fullerton College's limit is set at 9 units per officer. Dr. Hodge requested that Jonathan set up a meeting with her to continue this discussion. She invited anyone else who would be interested in this discussion to attend. Julie Law made the following announcements: (1) ICC Annual Club Tournament is scheduled for Friday, April 20, 2007 (2) the annual Dodgeball competition is scheduled for Friday, May 4, 2007 (3) Student NiteLife is scheduled for Tuesday,

April 17, 2007 (4) Dr. Terrence Roberts of the "Little Rock Nine" is scheduled to speak on Thursday, April 19, 2007 in the Campus Theatre (5) The Cadena/Transfer Center will be hosing campus visits to U.C. Davis, U.C. Santa Cruz, U.C. Berkeley, and San Francisco State on April 19-21, 2007 (6) Alpha Gamma Sigma will be participating in "Paint Your Heart" an event that helps remove graffiti from city streets. Julie Law has been invited to speak at Santiago College regarding the college's implementation of the Non-Smoking Procedure. An article about Fullerton College's Non-Smoking Procedure will appear in tomorrow's local Santa Ana newspaper.

Adjournment: 4:10 p.m.

Patricia Sanchez, Recording Secretary