



# President's Advisory Council MINUTES

September 13, 2006

Approved - 9/27/06

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**MEMBERS PRESENT:** *Chair:* Kathie Hodge; *Deans:* Bob Jensen *Management:* Emilio Perez *Faculty:* Diana Kyle, Joumana McGowan *Classified:* Chrystal Van Beynen *Associated Students:* Laura Mata *Absent:* Ken Collins, Jay Seidel, Cynthia Wafer, Jonathan Mayer

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## HOUSEKEEPING

1. Agenda: Old Business Item 1 - PfE was added to the agenda.
2. Minutes: The minutes of May 17, 2006 were approved as presented.

## NEW BUSINESS

1. Planning Documents Book: Dr. Hodge reviewed the importance of the Planning Documents Book and stated that it represents a compilation of documents that emphasize the work of the college. The book lays the groundwork for aligning Fullerton College with the district-wide strategic plan. It was reported that many other items will be added to the book for next year as they become available, for example the final report of the Title V grant. Diana Kyle mentioned that it would also be useful to have information about some of the various programs on campus like the Honors Program and TAP. She will forward a list of programs to the President's Office.
2. Accreditation Report: A copy of the final draft of the **Accreditation Progress Report** was distributed. Janet Portolan reported that the Accreditation Work Group met on Tuesday, September 12 to review feedback received from the various constituent groups. The report will be submitted to the Board for final approval on Tuesday, September 26, 2006 and submitted to the Accrediting Commission by the October 15, 2006 deadline.
3. Educational Technology Committee: Joumana McGowan reported that the Faculty Senate is recommending that there be five at-large faculty members on the Educational Technology Committee (ETC). The current membership composition states that the faculty representatives are to include the Online Coordinator and Distance Education/Media Services Coordinator. Because these positions are not currently filled the Faculty Senate would like to replace them with two at-large faculty members. Whenever those two positions are filled then those individuals will replace the at-large members. It was recommended that the committee's Mission and Purpose statement be revised. Diana Kyle will take the request to the next ETC meeting. There is no management, classified or student representatives in the committee. Dr. Hodge reported that since the structure of the committee is being revised then the other constituent groups can submit a name if they have an interest to serve on the committee.

## OLD BUSINESS

1. PfE: Chrystal Van Beynen inquired about the status of the issue of PfE funding and the effects on the programs that were affected by the cutbacks. Dr. Hodge reported that a discussion should take place to clarify any outstanding issues on this item. The item will be added to the next PAC meeting agenda. It was requested that the information reported to PAC by the Institutionalization of Campus Programs Committee be included in this discussion. Copies of the framework and recommendations from the Institutionalization Committee will be re-distributed with the agenda.

## INFORMATION ITEMS

1. Key Distribution Procedures: A copy of the **Key Distribution Procedures 2006-07** were distributed with the agenda.

## MEMBER REPORTS

1. Dr. Hodge: Dr. Hodge thanked all constituent groups for their collaborative efforts during opening week. The informational booths and signage were a huge success and helped to get students to classes on time. The new parking structure was a welcome addition to the campus. Dr. Hodge also commented on all the campus events that have been happening since the opening of school. This includes today's events featuring the Associated Students' Constitution Day/Club Rush and the Bienvenidos Orientation hosted by the Latino Faculty & Staff Association featuring Mariachi Divas and guest speaker Vera Jimenez from Channel 2 News.
2. Deans: Bob Jensen thanked everyone for all their efforts during opening week. The directory maps and building signs were instrumental in assisting students to find their way around campus. It was suggested that the directory map be posted on the FC website. Bob reported that the Deans attended a summer retreat that focused on gathering ideas to assist in the implementation of the college goals. The Banner Steering Committee recently met and discussed the District transcript ordering system and the implementation of a district-wide portal system.
3. Managers: Emilio Perez reported that at the last Student Services Managers meeting they had a discussion on the Planning Documents book, the results of everyone's efforts from the first week of school, and emergency evacuation training. He stated once again how important it is for everyone to work together during an emergency situation. He reminded everyone to direct all calls to the Campus Safety office, which will channel all inquiries to the appropriate personnel.
4. Faculty: Joumana McGowan thanked all constituents for their efforts during opening week. She reported that Faculty Senate has forwarded to the Deans the faculty's recommendation of replacement faculty positions for review and prioritization. Once they receive feedback from the Deans, the list will be forwarded to the Faculty Allocation Committee for their review and recommendation. At their last meeting the Faculty Senate also made the recommendations for the restructuring of the members in the ETC Committee. They also approved the draft of the Accreditation Progress Report and forwarded their agreement to the accreditation work group.
5. Classified: Regina Daxon reported that she was standing in as the classified representative at today's meeting due to restructuring of the Classified Senate. Cynthia Wafer has resigned her position as President. The executive board is also awaiting formal resignation of Vice President, Mary Molina. As stated in the Classified Senate Constitution and By-Laws the remaining executive board member, Monica Hagmaier, will service as President until other members are newly appointed. The next meeting of the Classified Senate is scheduled for Thursday, September 28, 2006.
6. Associated Students: Laura Mata thanked all constituents for their efforts in making the students feel welcome during the first weeks of school. She reported that all Associated Students executive board positions are currently filled. Elections for student senators are being held today and tomorrow. She stated that the Associated Students are looking to bring more quality entertainment on campus to performance at various student events. She asked for assistance from other constituent groups and their departments. She also reported that A.S. ticket sales have increased from last year. On a separate discussion, it was reported that the students will continue to work on the campus non-smoking policy. Any updates will be presented to PAC when available.

#### ANNOUNCEMENTS

1. Dr. Hodge reported that the PAC membership has been revised to include only one management representative and one instructional dean. This process was a result of recommendations received during the evaluation of PAC at the summer retreat. Joumana McGowan inquired about when all of the recommended changes received during the summer retreat will be put into place. It was agreed that a copy of the summer retreat notes will be distributed at next PAC meeting.
2. Bob Jensen invited everyone to attend a class he will be presenting along with Carol Mattson, Heidi Lockhart and Jessie Blank titled *Leadership: An Art of Possibility*. The class will be held on Friday, September 15, 2006 in the Staff Dining Room.
3. Bob Jensen announced that the Fine Arts division will be hosting an Open House event on Thursday, October 5, 2006. Several hundred high school students will have an opportunity to learn more about the Art, Music, and Theatre Arts departments. He also encouraged everyone to visit the FC Art Gallery to view the 2006 Art Department Faculty Biennial Exhibit which runs through Monday, September 25, 2006.

Adjournment: 3:04 p.m.

Patricia Sanchez, Recording Secretary