



President's Advisory Council MINUTES

October 25, 2006

Approved - 11/8/06

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

HOUSEKEEPING

1. Agenda: New Business Item 2 – Distance Education was added to the agenda.
2. Minutes: The minutes of October 11, 2006 were approved after minor corrections were received and accepted.

NEW BUSINESS

1. Carryover Monies: On behalf of the faculty, Joumana McGowan requested a discussion of how the Fullerton College carryover funds would be spent. Dr. Hodge suggested that the College be careful with how these funds are allocated and recommended that the conversation regarding these funds start with the Budget Development Committee. She reported that this year the College has additional instructional equipment money and one time funding that needs to be spent down. She also noted that the construction projects may require additional funding in the future. These comments were made to insure that everyone had the whole picture of funding before discussion began and recommendations were made.
2. Distance Education: Diana Kyle reported that changes to the Educational Technology Committee recommended at the PAC meeting of September 13, 2006 were submitted and changes were approved by Faculty Senate. The ETC will now be known as the Distance Education Advisory Committee (DEAC). The new mission statement reads: "The Distance Education Advisory Committee is a campus level committee to provide advisement to the President Advisory Council to ensure a high quality Distance Education Program. The Distance Education Advisory Committee coordinates the use of instructional technology and the delivery of instruction and student services at a distance; designs and develops training curriculum; and oversees the training of faculty in Distance Learning practices and methodologies. Among the issues the committee may address are course management systems, staff development, student services, counseling, facilities, technology services, media production, and administration." Dr. Hodge expressed her support of the new Advisory Committee and encouraged a college-wide discussion of distance education. She would like to have the fundamental question – "What is the plan for distance education – is it to be conducted in a de-centralized manner or centralized manner?" – answered before any decisions are made. She requested Dean Carol Mattson to research how other colleges are handling their distance education programs.

OLD BUSINESS

1. 2007-2008 College Goals: The alignment of the College's 2006-2007 goals with the eight District goals was presented as discussed at the last PAC meeting. A draft copy of the *Fullerton College Institutional Goals 2006-2007* was distributed for informational purposes and approved. Further, the 2007-2008 goals that were presented for review at the September 27, 2006 meeting were approved. All constituent groups were asked to begin planning their objectives for 2007-2008 as an extension of these goals.
2. Budget Development Committee – Recommendation Feedback: The BDC recommendation for the allocation of a 4.23% COLA increase to all budgets was approved by PAC. Discussion took place regarding the BDC recommendation for one-time Growth Beyond Extended Day allocation based on FTES generation in 05/06. The Deans submitted various questions and comments regarding this allocation and asked for clarification on certain aspects for future allocation. These questions and comments are

outlined in their handout titled ***Deans' Council Questions/Comments Regarding Budget Development Committee Report to PAC October 11, 2006***. Dr. Hodge clarified that these were ongoing funds. After discussion, approval of the BDC recommendation for 05/06 growth allocation was tabled for the next PAC meeting to allow members to take back to their constituent groups for further discussion. The Deans also provided ***Deans' Council Questions/Comments Regarding Draft of Additional Ongoing Funds Request Procedure***. The faculty also recommended that future allocations not be based on permanent FTES numbers but on a more equitable distribution of funds. It was agreed that recommendations for changes to the Additional Ongoing Funds Request procedure be forwarded to the Budget Development Committee so that they may address and bring back to PAC for approval.

INFORMATION ITEMS

1. **Accountability Study:** Ken Meehan provided an update of the working resulting from AB 1417 - Accountability Reporting for the Community Colleges (ARCC) and presented highlights on behalf of the entire system. A draft copy of the ***ARCC 2007 Report: College Level Indicators*** for Fullerton College was distributed for informational purposes. This report will evaluate all colleges based on data submitted to the System Office on various performance indicators. Each college will have the opportunity to review the report and resubmit new data by December 15 with a final report being prepared in January 2007 and sent to the legislature in March 2007. A self-assessment to address the data presented will be prepared by each college and made a part of the final report. Ken Meehan will write the report on behalf of Fullerton College and present to PAC for approval prior to submittal to the System Office.
2. **Construction Projects Update:** Janet Portolan reported the status of the various campus-wide construction projects. The Campus Commons is on schedule and closed walls are anticipated the first week of February. DSA approval has been received for the Classroom Office Building. Fencing of the north end of Parking Lot B is scheduled for December 21 and utility work associated with the COB will begin by the 700/900 buildings. Parking Lots 3 and B2E will be designated as All Staff parking. Fencing for construction work on the School of Continuing Education will begin December 1. A contract has been established for remodel of the Physical Education building and work will begin by the end of spring 2007. Dr. Portolan also provided status on other minor construction projects. She informed the group that the Science Building Project has been approved for state funding but is contingent on the passage of Proposition 1D which is on the November 7 ballot.

MEMBER REPORTS

1. **Dr. Hodge:** Dr. Hodge reported on the great turnout for both the Cadena Transfer Center College Fair held on Tuesday, October 24, and the Workforce Center Job Fair held on Wednesday, October 25. She also expressed her appreciation to all who were involved in posting the FC Emergency Response Guide in all classrooms. If anyone needs one for their area they should contact Campus Safety.
2. **Deans:** Dan Willoughby reported that the Deans began discussion on Instructional Equipment allocations. He reported that the Library will be opened during the winter intersession and that discussion for summer 2007 was held regarding a possible makeup/substitution day for the Thursday after 4th of July. It has been suggested that instead of holding class on Thursday, July 6, a substitution day can be held on Friday, June 8. Dr. Hodge recommended that before a decision is reached the Deans look into how this change will affect accounting of FTES.
3. **Managers:** Emilio Perez announced that Fire Extinguisher training will be held on Friday, October 27, and anyone wishing to attend should contact Linda Lozano in Facilities. He also reported the District was going to activate elements of Banner to allow Associated Students to conduct their elections through Banner. He expressed his appreciation to all for using the Master Calendar process, as the two large events that were held on campus went extremely well and he received positive feedback from the outside guests. Emilio also encouraged everyone to take the SEMS Training and send their completion certificates to him.
4. **Faculty:** Joumana McGowan reported that the Faculty Allocation Committee recommended the approval of the nine faculty replacement recommendations from the Deans. The list will be forwarded to the President for approval. Joumana reminded everyone that an information meeting regarding the compressed calendar is scheduled for Tuesday, November 7, 2006.
5. **Classified:** Monica Hagmaier reported that elections for the various vacancies on the Classified Senate were held at the last meeting. The results are as follows: Catherine Parks, Vice President; Carolyn

Whelchel, Recording Secretary; Pat Sanchez, Treasurer; Senators: Rachel Chavez, Summer Day, Lora Gauthreaux, and Laurie Triefenbach. Classified Senate will continue to work on revising the existing Constitution and By Laws. Monica encouraged everyone to submit nomination paperwork for the next Classified Employee Recognition award. Submissions should be sent to Denise Cork by November 3.

6. Associated Students: Jonathan Meyer announced that "Coney Island Carnival – Homecoming 2006" will take place on Wednesday, November 8, on the Quad. His "State of the Students" address will begin at 11:55 a.m. during the approved College Hour. Jonathan also reported that a draft of AB 5040-Student Records and Privacy will be presented to DPC at the next meeting. Jonathan will provide a copy of the draft to Pat Sanchez to distribute for informational purposes at next PAC meeting.

Adjournment: 4:09 p.m.

Patricia Sanchez, Recording Secretary