



President's Advisory Council MINUTES

November 28, 2007

Approved - 12/12/07

MEMBERS PRESENT: *Chair:* Kathie Hodge *Deans:* Bob Jensen *Faculty:* Ken Collins, Miguel Powers, Jay Seidel
Classified: Jim Book *Associated Students:* Eric Barocio, Ethan Morse *Absent:* Emilio Perez, Susan Nack, Efrain Villanueva

HOUSEKEEPING

1. Note: In the absence of Emilio Perez, Chris Kiger served as the manager representative. In the absence of Efrain Villanueva, Catherine Parks served as a classified representative.
2. Agenda: The following item was added to the agenda: Informational Items/Announcements, Item 3 – CCC Apply – Needs and Interest Option.
3. Minutes: The minutes of the November 14, 2007 meeting were approved after minor corrections were received and accepted.

NEW BUSINESS

1. 2008-2009 College Goals Revised – Approval: On behalf of the Deans, Dean Bob Jensen responded to the request from the November 14, 2007 meeting that they will review and provide PAC with an update on the 2007-2008 Unit Objectives. A detailed review of their intentions is outlined in their handout titled ***Response to VP and Deans Goals, Planning Documents 2007-8.***

Related to the discussion on College Goals, PAC members approved to carry over the 2007-2008 College Goals to 2008-2009 with the understanding that adjustments will be made during the spring evaluation process. A copy of the ***Fullerton College 2007-2008 Goals*** was distributed for informational purposes.

2. Basic Skills Initiative Update: Dr. Hodge reviewed the letter from the ***California Community Colleges System Office – Summarizing Information on BS-ESL Categorical Funding.*** She specifically discussed the deadlines for the End-of-year and Final Expenditure Report. As stated in the letter, the 2005-06 reporting deadline is scheduled for July 31, 2009, the 2006-07 reporting deadline is scheduled for July 31, 2009, and the 2007-08 reporting deadline is scheduled for July 31, 2010. Adam O'Connor reported on the Basic Skills fund allocations as follows: 1) 2005-06 carryover money is \$253,000 2) 2006-07 allocation is \$507,000 3) 2007-08 allocation is \$289,000. Deans Dan Willoughby and Mark Greenhalgh reported on 17 projects that were initiated through the Basic Skills Allocation Task Force. A complete list and description of the projects are outlined in their handout ***Basic Skills Initiatives 06-07.*** After further discussion, it was agreed to form a Basic Skills Student Success Steering Committee. The goal of the committee will be to organize and focus on a plan that will get us through the next few years. The following individuals will serve on the committee: Larry Buckley – V.P. Instruction, Dan Willoughby - English, Mark Greenhalgh - Math, Jackie Boll – Skills Center, Lisa Campbell – Counseling, Olivia Veloz – Manager, Skills Center. Additional representatives will include, one staff member from Tutoring, one classified staff member (preferably from Math Lab), faculty representatives from English, Reading, ESL, Math, Counselor, and one at-large. Resource members will include Adam O'Connor, Ken Meehan, and one student representative.
3. Establish Outline for Planning Meeting Discussion: As outlined in the handout titled ***Fullerton College Planning Calendar*** the following planning process for each academic year was approved:
 - September: Review goals from previous year and begin the college goal setting process for the upcoming academic year (12 month lead time)
 - October: Complete unit goals and objectives to support college goals and objectives (11 month lead time)

- November: Annual Report presentation to the Board for previous academic year
- February: First progress report for fall semester – accomplishment of goals
- April: Year end review and evaluation of progress on completion of goals
- August: Collect an analysis of previous year data for annual report and program review update

INFORMATIONAL ITEMS / ANNOUNCEMENTS:

1. Strengthening Student Success II Conference: V. P. Peter Fong reported that several student services staff and faculty have participated in a number of student success conferences. This has resulted in an interest and need to host our own Student Success Summit. The goal is to design a collaborate model that identifies the college's needs for addressing student success. The FC Student Success Summit is scheduled for February 1, 2008 from 9:00 a.m. – 1:00 p.m. in the Student Center. Anyone wishing to attend the summit should RSVP to Sharon Kelly. A copy of the highlights from the ***Strengthening Student Success II Conference*** held in San Jose, CA on October 3-5, 2007 was distributed with the agenda.
2. Report on Power Outage: Dr. Hodge commented on the impressive response from the college community during the power outage on Wednesday, November 21, 2007. The outage was a result of a fire to a major transformer located by the new parking structure. The transformer was repaired by 11:00 p.m. that night and power fully restored by 2:00 a.m. Thursday morning. E-mail and phones services were fully operational by Thursday morning. As a result of this emergency, the District will be conducting an analysis of what happened and how to improve the District's and campuses' emergency response process. More information on the cause of the fire will be reported by Janet Portolan at the next PAC meeting.
3. CCC Apply – Needs and Interest Option: Tabled for the meeting of December 12, 2007.

MEMBER REPORTS

1. Deans: No Report.
2. Managers: Health Center Director Chris Kiger reported that Disability Support Services has funds available to assist with close captioning of videos and DVDs. Anyone needing assistance should call DSS. Due to the campus closure on November 21, Admissions & Records has extended the drop date deadline to tonight, November 28, 2007 at 6:30 pm. Anyone with questions should contact Pattie Foster. Chris mentioned an article that appeared in the Los Angeles Times regarding a dispute between Santa Ana College and Simplex regarding faulty fire alarms. She reminded everyone to direct all calls to the Campus Safety office during an emergency.
3. Faculty: No Report.
4. Classified: Classified Representative Catherine Parks reported that the Classified Senate is hosting a Christmas Decorating Contest on Thursday, December 13, 2007. A link was established on the Classified Senate website to encourage classified staff to give feedback to the Accreditation Midterm Report survey.
5. Associated Students: A.S. Representative Eric Barocio reported that students are expressing positive feedback about the new College Center. The Women's Volleyball Team will be competing in the State Championship Tournament in Fresno this weekend. A "good-luck-send-off" is scheduled for tomorrow, November 29, by the Wellness Center from 12:00-12:15 p.m.

ANNOUNCEMENTS

1. Dean Bob Jensen announced that a Piano Faculty recital will be held on Saturday, December 1, 2007 in the Fullerton College Recital Hall, Room 1111, from 6:00-7:30 p.m. with a small reception following the event.

Adjournment: 4:10 p.m.

Patricia Sanchez, Recording Secretary