



President's Advisory Council MINUTES

December 12, 2007

Approved - 1/23/08

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

HOUSEKEEPING

1. Agenda: The following items were added to the agenda: Planning, Item 1 – Basic Skills; Informational Items/Announcements, Item 4 – Proposed Model – Growth Beyond Extended Day Funds.
2. Minutes: The minutes of the November 28, 2007 meeting were approved as presented.

PLANNING

1. Basic Skills: In order for everyone to have the same information pertaining to the Basic Skills discussion, Dr. Hodge distributed the following:
 - ***Basic Skills Student Success Steering Committee membership list***
 - ***Basic Skills Student Success Steering Committee organizational makeup***
 - ***Basic Skills Initiatives 06-07***
 - ***California Community Colleges System Office memo regarding Summary Information on BS-ESL Categorical Funding***
 - ***Basic Skills as a Foundation for Student Success in California Community Colleges brochure***
 - ***California Community Colleges System Office memo regarding 2007-08 ESL/Basic Skills***

Upon review of the committee membership list, it was agreed to add the Vice President of Student Services to the committee. Dr. Hodge will convene a meeting of the Basic Skills Student Success Steering Committee before the holiday break so that discussion can begin regarding an action plan for the work of the committee, development of short and long term goals and assessment. Efrain Villanueva will provide the names of the classified representatives prior to the first meeting.

2. Relationship of College Goals to the Allocation of the Dynamic Fund Money: Ken Collins introduced the concept that the college goals be prioritized before accepting Dynamic Fund proposals. A report of this discussion is included in the Budget Development Committee Report below.
3. Allocation of unique funds (VTEA, etc.) in Relation to Dynamic Fund Money: Miguel Powers shared concern that denying any Dynamic Fund proposal where funding might come for another area might not be what is best for students. While other funding consideration should be given, timing may prevent funding other than out of the Dynamic Fund.
4. Marketing and Outreach: There was a discussion about the development of a campus-wide marketing and outreach office. Dr. Hodge mentioned that developing a marketing and outreach office will require further planning; and most importantly, it will require hiring of new personnel. Dr. Hodge stated that there are a number of marketing and outreach efforts conducted on campus and that the absence of an office should not be interpreted that there is no activity.

PLANNING – OLD BUSINESS:

1. 2007-2008 College Goals – Deans' Update: As requested at the meeting of November 14, 2007, the Deans submitted to PAC a ***Mid-Year Report*** providing an update and evaluation for the Fullerton College 2007-2008 Unit Objectives. In February, the Deans will provide to PAC unit objectives for the 2008-2009 College Goals.

2. 2008-2009 College Goals – Revised Layout: A copy of the approved **Fullerton College 2008-2009 Goals** was distributed with the agenda.

INFORMATIONAL ITEMS / ANNOUNCEMENTS

1. Budget Development Committee Report: As outlined in the **Budget Development Committee Report to PAC December 12, 2007**, Budget Director Adam O'Connor reviewed BDC recommendations for the upcoming Dynamic Fund process. All the recommendations were accepted with the following exceptions: 1) BDC recommended that no proposals be accepted related to Basic Skills. It was agreed that all proposals will be accepted but a section will be added to the Dynamic Fund form that indicates if requestor has submitted the proposal be funded from other unique funds (VTEA, Basic Skills, etc.). If appropriate, BDC will encourage the requestor to submit their proposal for funding from other sources. 2) BDC recommended that no proposals be accepted related to marketing and outreach. It was agreed that proposals requesting funds for marketing and outreach will be accepted.

Items Pending:

- BDC recommends that PAC prioritize the college goals as a guideline for approval of Dynamic Fund proposals. Review of the college goals was not completed during the meeting. Goals 1, 2, 4, 7, and 8 still need to be reviewed.
 - BDC recommends that PAC finalize the process by which the recommendation to the President will be made for the Dynamic Fund process. This process was not finalized during the meeting.
2. Report on Power Outage: Vice President Janet Portolan reported that the cause of the power outage of November 21, 2007 was believed to be the accumulation of construction dust to the transformer located by the new parking structure.
 3. CCC Apply – Needs and Interest Option: Interim Dean Darlene Jensen discussed the Needs & Interest Application Page option available through Admissions & Records. A copy of the **email from Lisa Funoaka dated September 26, 2007** was distributed. The email gives detailed information on how to submit a Needs & Interest letter for your department. A copy of the **Fullerton College Quick Guide – Winter/Spring 2008** was distributed for informational purposes. It was reported that as of today the enrollment count stands at 11,959 for Spring 2008.
 4. Proposed Model – Growth Beyond Extended Day Funds: Miguel Powers distributed a **Proposed Model for the Allocation of Growth Beyond Extended Day Funds**. Dr. Hodge requested that the proposal be submitted to the Budget Development Committee for their review and recommendation to PAC.
 5. A copy of the **Balancing Student Privacy and School Safety: A Guide to the Family Educational Rights and Privacy Act for Colleges and Universities** was distributed for informational purposes.

MEMBER REPORTS

1. Deans: No Report.
2. Managers: Campus Safety Director Emilio Perez distributed a PAC Meeting Managers Update 12/12/07. The report included information about the Drop for Non-Payment numbers as of Wednesday, Dec 5, 2007. Health Services received a High Risk Drinking Prevention renewal grant. The College Center dedication is scheduled for Friday, January 11, 2008. A Free Speech Task Team was established to review the current free speech procedures and campus location.
3. Faculty: Faculty Senate President Ken Collins reported that an ad hoc committee has been formed to explore a *One Book, One College* program on campus. Kim Orlijan will be conducting an informational session on Friday, December 14.
4. Classified: No Report.
5. Associated Students: No Report.

ANNOUNCEMENTS

1. Dean Bob Jensen announced that Associated Student Eric Barocio was accepted to the University of Maryland.

Adjournment: 4:35 p.m.

Patricia Sanchez, Recording Secretary