



# President's Advisory Council MINUTES

February 13, 2008

Approved - 2/27/08

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

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## HOUSEKEEPING

1. Note: In the absence of Efrain Villanueva, Catherine Parks served as the classified representative.
2. Agenda: The following items were added to the agenda: Old Business: Item 2 – Dynamic Fund Process, Informational Items/Announcements: Item 3 – Program Review.
3. Minutes: The minutes of the January 23, 2008 meeting were approved as presented.

## NEW BUSINESS

1. Accreditation Midterm Report: Vice President Janet Portolan reviewed the process and timeline for completion of the Accreditation Midterm Report. Dr. Portolan opened the floor for feedback and discussion. Several suggestions and questions were made that will be taken into consideration when completing the final report. A draft copy of the **Accreditation Midterm Report** was distributed with the agenda for review and discussion.
2. Budget Development Update: Budget Director Adam O'Connor presented the model for the allocation of Growth Beyond Extended Day Funds as proposed by the Budget Development Committee. A detail of the BDC recommendations is outlined in the handout **Budget Development Committee Report to PAC February 13, 2008**. Both the Faculty Senate and Deans endorsed the recommendations.
3. Construction Update: Vice President Janet Portolan presented an overview of upcoming construction projects. A copy of the **Project List February 4, 2008** was distributed with the agenda. Dr. Portolan reported that a planning schedule for those areas that will be moving into the Classroom Office Building and moving out of the Science Building and a parking analysis are being developed.

## OLD BUSINESS

1. New Positions List: A copy of the **2007/2008 New Positions/Increases to % and Months Employed** and **Fullerton College Personnel Needs List – February 2008** were distributed for informational purposes. Decisions regarding additional staff will be made by the Vice Presidents. Feedback should be directed to the Vice Presidents.
2. Dynamic Fund Process: PAC discussed and agreed to the process for which final proposals will be considered for fund allocations.
  - 1<sup>st</sup> Meeting
    - 1) PAC members will review the proposals prior to the meeting
    - 2) BDC will provide their recommendations to PAC based on the proposal's merit to include insight on possible additional fees and operations costs.
    - 3) PAC will review proposals and if further clarification is needed, PAC will request written responses to any questions.
  - 2<sup>nd</sup> Meeting
    - 1) PAC will prioritize and vote on the proposals using the thumbs up, thumbs down voting process.
    - 2) A final recommendation will be forwarded to the College President.

#### INFORMATIONAL ITEMS / ANNOUNCEMENTS:

1. Student Success Summit Update: Interim Vice President Peter Fong reported that 116 faculty, staff, and students participated in the Student Success Summit held on February 1, 2008. The next Student Success Summit is scheduled for April 18, 2008.
2. Academic Accommodations Procedures: PAC endorsed the ***Fullerton College Procedure – Academic Accommodations for Students with Disabilities*** presented by Interim Vice President Peter Fong. A copy of the procedure was distributed with the agenda for informational purposes. This document will be posted on the J:drive. In addition, Mr. Fong reported that the Threat Assessment Team is drafting a reference document that will assist faculty and staff when dealing with students exhibiting disturbing behavior. A copy of the document will be forwarded to PAC when completed.
3. Program Review: A copy of the ***Fullerton College Program Review Executive Summary and Key Performance Indicators for Fall 2006*** was distributed for informational purposes.
4. Black History Month: In celebration of Black History Month, a copy of the FC William T. Boyce Library's ***Black History Month Bibliography*** flyer was distributed for informational purposes.

#### MEMBER REPORTS

1. Deans: Dean Bob Jensen reported that the Deans are in the process of compiling the 2008-2009 Unit Objectives for presentation to PAC at the February 27 meeting.
2. Managers: Director of Campus Safety Emilio Perez reported that the Board approved the bid package for the District to purchase emergency communication equipment. A plan to identify major disaster evacuation procedures and personnel is underway.
3. Faculty: Faculty Senate President Ken Collins reported that the Board approved Board Policy 4030, Academic Freedom.
4. Classified: Classified Representative Catherine Parks reported that the Classified Senate is continuing to work with Staff Development to implement a new Classified Mentor Program. The program will provide support and resource information to new and transfer personnel. The spring semester Employee Recognition nominations will begin Tuesday, February 19, 2008. The executive board members are currently working on drafting new processes and procedures to enhance Classified Senate operations.
5. Associated Students: A.S. President Ethan Morse reported that the American Lung Association will be recognizing Fullerton College with an award for its efforts towards a smoke free campus. The award will be presented on May 3, 2008 at the South Coast Plaza Hotel. Dr. Hodge noted that a request for information has been made to Riverside City College and legal counsel regarding their enforcement procedures. This information will be given to the Smoking Enforcement Subcommittee. It was also announced that Ethan Morse was elected as student trustee at a special election held last week and Nite Life is scheduled for February 13, 2008 in the quad.

#### ANNOUNCEMENTS

1. Dean Bob Jensen announced that the production of "Take Me Out" was selected to perform this week at the Kennedy Center American College Theatre Festival Regional Competition at Cal State, Los Angeles. Winners of the competition will be asked to perform at the Kennedy Center in Washington, D.C.

Adjournment: 3:52 p.m.

Patricia Sanchez, Recording Secretary