



President's Advisory Council MINUTES

April 9, 2008
Approved- 4/23/08

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

HOUSEKEEPING

1. Agenda: The following items were added to the agenda: Informational Items/Announcements: Item 5 – Safety Nets, Item 6 - Cadena/Transfer Center Director, Item 7 – Student Success Summit II.
2. Minutes: The minutes of the March 26, 2008 meeting were approved after minor changes were accepted.

NEW BUSINESS

1. Strategic Plan Update: Dr. Hodge presented the 2007-2008 Strategic Plan Update that was prepared by the management team under the direction of the Vice Presidents. While not every activity or objective was included in the update, the Vice Presidents selected highlights which addressed the District/College goals. Debra Gerard explained the format of the document and asked that all suggestions for changes be directed to the Vice Presidents.
2. Five Year Construction Plan: Vice President Janet Portolan reviewed the **Five Year Construction Plan** and the **District Projects Priority Order** list.
3. Basic Skills Initiative: Vice President Larry Buckley reported that 38 proposals were received requesting Basic Skills funding. The Basic Skills Committee will be meeting on April 25 to prioritize the proposals and make funding allocations. VP Buckley and Finance Director Adam O'Connor will be developing an Expenditure Plan. The plan is submitted to the State Chancellor's office and details the college's expected spending allocations for each category for the years 2007/08 and 2008/09. A copy of the **Basic Skills Initiative Action Plans, 2008-2009** was distributed for informational purposes. The State Chancellor's Office also requires the college to submit a yearly Action Plan. The plan is due May 1, 2008.

OLD BUSINESS

1. Final Exam Schedule: After feedback from all constituents was forwarded to Dean Carol Mattson, she completed the **Fall 2008 Final Exam Schedule**. An informational copy was distributed with the agenda.
2. Academic Integrity: As requested at last PAC meeting, an informational copy of the **Chancellor's Office Interpretations – Legal Opinion on Academic Integrity** was distributed with the agenda. Interim Vice President of Student Services, Peter Fong, shared established procedures as followed through his office.
3. Smoking Enforcement Committee Update: AS President Ethan Morse reported that the committee continues to gather information about possible enforcement procedures. The information received so far indicates that other non-smoking institutions have been unsuccessful in enforcing established procedures.

INFORMATIONAL ITEMS / ANNOUNCEMENTS:

1. VoIP Implementation: Vice President Janet Portolan reported on some of the changes that will occur when the campus transitions into the new VoIP telephone system this summer. The first step in the transition will be the relocation of the Network Operating Center (NOC) from Building 400 to Building 3100. Once that occurs, new phone numbers and some equipment will be distributed throughout the campus. An Information Sheet will be distributed campus-wide that will give details about the functions that will be available through the new system. It will also give information about what functions will be not available. A list of all the new assigned telephone numbers will be distributed to all managers as soon as they become available.

2. Classified Positions: President Hodge reported that the two remaining classified staff positions which were allocated to the college by the Board have been identified. They are a Multi-Media Systems Specialist (Instructional/Classroom Assistance) and a Marketing & Outreach Coordinator (working under the direction of the PIO).
3. Dean, Math/Computer Science; Dean, Student Support Services: Dr. Hodge reported that a committee was being formed to fill the vacancy of Dean, Student Support Services. In anticipation of the possibility of the need to replace the Dean, Math/Computer Science who is currently the Interim EVP at Cypress College, a committee was being formed to create a job announcement prior to the end of the semester for a Dean, Math/Computer Science. This will allow the open position to be advertised during the summer and final recruitment in the fall.
4. Child Care Center Update: Vice President Larry Buckley reported that the Board chose not to vote on the agenda item for the reduction of the Fullerton College Child Care Center because one Board member was missing. The item will be placed in the April 22, 2008 meeting agenda. The Board did ask college administrators to respond to questions regarding Head Start, federal grants, and a fewer number of classes.
5. Safety Nets: After some discussion about damages caused to vehicles from baseballs flying over the safety nets, it was agreed to have Vice President Janet Portolan look into possible solutions to help reduce future damages.
6. Director, Cadena/Transfer Center: Dr. Hodge introduced Lily Espinoza, the new Director of the Cadena/Transfer Center.
7. Student Success Summit II: The ***Student Success Summit II*** is scheduled for Friday, April 18, 2008. A handout with additional details was distributed for informational purposes.

MEMBER REPORTS

1. Deans: No Report.
2. Managers: In the absence of Emilio Perez, a copy of the ***PAC Meeting Managers Update 4/9/08*** was distributed. The handout contained the final draft copy of the ***Guidelines for Assisting Students in Crisis/Distress and Campus Guidelines for Addressing Disruptive Behavior***.
3. Faculty: No Report.
4. Classified: No Report.
5. Associated Students: Student Timothy Gilpatrick reported that an Earth Day Fundraising event will be held on Thursday, April 17, 2008, the Festival of Diversity is scheduled for Wednesday, April 23, 2008, which includes an approved college hour from 12:00 – 1:00 p.m. It was also reported that Eiko Tsukamoto recently returned from Philadelphia where she received recognition as a member of the All USA Academic Team, sponsored by Phi Theta Kappa. Mr. Gilpatrick announced that Associated Student elections are currently underway and the students are researching ways to refurbish the steel Hornet, as well as future placement of the sculpture.

Adjournment: 3:32 p.m.

Patricia Sanchez, Recording Secretary