



# President's Advisory Council MINUTES

March 10, 2010  
Approved March 24, 2010

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**MEMBERS:** *Chair:* Sam Schauerman *Deans:* Bob Jensen *Managers:* Chris Kiger *Faculty:* Marcus Wilson, Ken Collins, Sean Chamberlin, Jay Seidel *Classified:* Ericka Adakai, Beverly Pipkin *Associated Students:* Peter Cornett, Brandon Collins *Absent:*

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## HOUSEKEEPING

1. **Agenda:** The agenda was approved with the addition of "Five Year Construction Plan" under Committee Reports/Informational Items.
2. **Minutes:** The minutes were approved as presented.

## OLD BUSINESS

1. **Approach to Revision of Mission Statement, Vision and Core Values:** Dean Bob Jensen distributed a handout with the mission statements of other community college for information and reference. He suggested that the approach to develop a new mission statement might start with a meeting of a group of interested individuals who will work to develop a revised Mission Statement and bring it to PAC. It was agreed that Dean Jensen would convene this meeting.

## NEW BUSINESS

1. **Program and Service Review Proposal:** Dean Jensen discussed a proposal from the Deans to create a committee to review the yearly program and service reviews. An alternative approach to how program and service reviews are handled was presented by Faculty Senate President Marcus Wilson. The proposal from the Faculty Senate allowed for feedback to the faculty and the opportunity for programs to make presentations to PAC. Both proposals suggested that a yearly review be done, with an in-depth analysis done every three years. This schedule would allow for two in-depth program review analyses during an accreditation cycle. Classified Senate President Ericka Adakai suggested that the final process include a way to engage classified staff in the process. It was stated that the final decision on this would be made between the President and Faculty Senate under mutual agreement. All PAC representatives were asked to share these suggestions with their constituent groups and a follow up discussion would take place at the next PAC meeting.
2. **Strategic Planning Retreat:** Dean Bob Jensen suggested that the college conduct a strategic visioning retreat off campus to discuss and develop a strategic plan for the college. The timing of this could be either before or after a new President was in place. All PAC representatives were asked to discuss this with their constituent groups and a follow up discussion would take place at the next PAC meeting.
3. **FC Website:** Public Information Officer Andrea Hanstein distributed written guidelines as to how updates and new information may be posted on the Fullerton College website. It was suggested an addition to the guidelines include a procedure for how changes to the college website should be communicated to the campus. It was agreed that the college website was an important resource to students, the community, faculty and staff. It was suggested that the PIO convene an advisory group to discuss how the college website could be monitored for accuracy and consistency and how a new college-wide website design could be developed. The PIO will bring the results of the group's discussion to PAC.
4. **Report on Community Advisory Group Meeting:** Public Information Officer Andrea Hanstein reported that a Community Advisory Group was created. The purpose of this group is to provide input and support to the college. The group met for the first time on March 3, 2010 and all members communicated their appreciation to the college for taking this approach to communicating with the community. The faculty representatives voiced concern that this group was created without their knowledge. President Schauerman explained that this was an advisory group to the President and was

within his authority. It was agreed that agendas and summaries of these meetings would be made available to the campus community.

5. **Newspaper Racks/Campus Information:** PAC faculty representative Jay Seidel presented a proposal to place new newspaper racks on campus. These racks would include a place for recycling the newspapers and three sides of advertisement, one of which would be for college use. Similar racks are currently on many other college campuses. If placed on campus the college would receive monthly revenue from the company who owns them. Associated Students President Peter Cornett stated that this had been presented to the A.S., who were generally supportive of the concept and who would vote on this at their next meeting. Various concerns were voiced about the racks, the advertisement on them and their locations on campus. No other alternatives have been researched. It was agreed that faculty member Jay Seidel and Public Information Officer Andrea Hanstein will meet to discuss this and other alternatives and present a proposal to PAC.

#### COMMITTEE REPORTS/INFORMATIONAL ITEMS

1. **Accreditation Update:** Accreditation Self-Study Chair Sean Chamberlin reported two successful Town Hall meetings to discuss the self-study had been conducted and two more were scheduled for March 17 – Standard III and March 23 – Standard IV.
2. **Budget Development Committee:** Budget Director Adam O'Connor provided PAC with a copy of the guiding principles under which the Budget Development Committee has been working as they discuss any budget items. Mr. O'Connor further reported an allocation to the divisions in the amount of \$185,000 has been recommended for the 2010-2011 academic year from the state lottery fund revenues. The Deans are incorporating this allocation into their budgets. A brief discussion as to whether or not classes are being cut for fall 2010 took place. It was stated that the Deans are working on a fall 2010 schedule that supports the money allocated to the college from the district in the form of FTES targets. It was stated that for 2009-2010 a conscious decision by the college was made to allocate one-time carryover money to the divisions to add classes to the schedule.
3. **Banner Steering Committee:** Dean Jensen stated that there was no meeting and, consequently, no report.
4. **Five Year Construction Plan:** Vice President Janet Portolan distributed the district's five year construction plan and reported that the plan being submitted to the state this year would be the same, with all projects being moved into future years. With no current state facilities bond money to allocate, the district will have to wait for any new funding for the projects on the list.

#### MEMBER REPORTS/ANNOUNCEMENTS

1. **Deans:** No report.
2. **Managers:** No report.
3. **Faculty:** No report.
4. **Classified:** No report.
5. **Associated Students:** No report.
6. **Announcements:** The Women's basketball team is entering the state tournament as the #1 seed and will be playing in the quarterfinals on Thursday, March 11. The semi-finals will be held on Saturday and finals on Sunday.

Adjournment: 4:05 p.m.

Debra Gerard, Recording Secretary