



President's Advisory Council MINUTES

October 28, 2009
Approved November 11, 2009

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

HOUSEKEEPING

1. **Agenda:** Dr. Schauerman expressed his appreciation for all who placed items for discussion on the agenda. He reminded everyone that agenda items must be brought through the constituent representatives for placement on the agenda. The agenda was approved as presented.
2. **Minutes:** The minutes were approved as presented.

OLD BUSINESS

1. **Technology Implementation Committee:** President Schauerman opened the discussion with an overview of his understanding that last year two committees to address technology were created – the Instructional Technology Committee (a Faculty Senate Committee) and the Technology Implementation Committee (a PAC Committee). In reviewing the Faculty handout provided at the meeting with revisions to the draft provided to PAC for the Technology Implementation Committee, Dr. Schauerman stated that it appeared that the faculty would develop a technology plan and the PAC committee would implement it. An inquiry was made about the 2006-2011 Technology Plan, and how that fit in to the committee structure. The faculty stated that they terminated their participation in the committee that developed the plan and the plan was not approved by PAC. Director of ACT Niccolai provided a history for the development of the current Technology Plan: the committee conducted a survey of needs, a draft plan was developed over the summer for committee input in the fall, the committee didn't want to review the plan, and the plan was submitted to PAC. A discussion followed regarding the "flow" of responsibility between the Faculty Senate Committee and the PAC Committee. Dr. Schauerman stated his concern that all have a voice in the plan and asked that this be brought back for discussion to make sure that all voices are included in the process. The faculty offered to revise their handout to better reflect their idea of the process. It will be discussed at the next PAC meeting.
2. **Smoke Free Campus Enforcement:** A proposal from the Smoke Free Campus Enforcement Subcommittee was presented for consideration by PAC and all were asked to take the proposal to their constituent groups for discussion at the next meeting. This proposal was brought to PAC at the request of PAC after discussion during the spring 2009 term. Campus Safety Director Steve Selby expressed his concern about an enforcement policy when there are competing interests on campus. A vigorous discussion took place regarding the college's smoke free policy and enforcement of the policy. The student representatives opposed discussion of the proposal until they had the opportunity to take it to their Senate. It was agreed that further discussion in response to the proposal submitted to PAC will take place at the next PAC meeting after all representatives had the opportunity to discuss with their constituent groups.
3. **Centennial Planning:** Dean Bob Jensen, Chair of the Centennial Committee, reported that it was his desire to insure that all who wish to have a voice and participate in this process be able to do so. He has scheduled two brainstorming sessions to discuss potential elements of a college centennial celebration. His thoughts are that there are three aspects to a centennial celebration: history, celebration and vision for the future. The first brainstorming session will be held on November 20 from 12 to 2 p.m. in Room 224. The second brainstorming session will be scheduled in January during the flex days. Following the brainstorming sessions Dean Jensen will bring a proposal to PAC for consideration. A handout was distributed outlining this plan. Budget Officer announced a "kick off" to the Centennial Planning with the opportunity to "Buy a Brick" in the Centennial Plaza between the LLRC and Science Building. This effort

is being done at this time in order to effectively plan for the brick pathway during construction activity. Anyone who is interested in participating in the fundraiser are directed to information on the Fullerton College website home page.

4. **Review of PAC Structure:** President Schauerman stated he wished to postpone discussion on this topic until a later date.

NEW BUSINESS

1. **Lack of Funding for Spring 2010 and Summer/Fall 2010 Registration Periods:** Counselor Rolando Sanabria presented a summary of the current Matriculation budget and discussed a need to supplement this budget for 2009-2010 to provide "lifeline" services for students. It was recommended that the Budget Development Committee review this information and make a recommendation to PAC on the request to provide \$26,100 to this area.
2. **E-Books Pilot Program:** Dr. Schauerman asked Dean of the Library and Learning Resource Center Jackie Boll to report on what is currently being done to assist students with accessing textbooks either electronically or via the check out area. Dean Boll then reported that the Library participates in e-books, however e-texts are not included. The library does have some textbooks at the Reserve counter. These textbooks are brought to the library by faculty. There are also textbooks from EOPS available for check out. By incorporating e-texts into the collection and making them accessible through the online catalog, the number of transactions at the Reserve counter (which was over 10,000 in September) would be more manageable in terms of staffing. Dr. Schauerman asked Dean Boll to be the Fullerton College contact with the District Director of Information Services who is actively working on an E-Books program.

COMMITTEE REPORTS/INFORMATIONAL ITEMS

1. **Accreditation Update:** Accreditation Chair Sean Chamberlin reported that the Campus Climate Survey had been distributed to all staff and encouraged everyone to take the time to complete the survey and return it to Director of Institutional Research Ken Meehan. Dr. Chamberlin also distributed a copy of the college's mid-term report response to the recommendation on the college planning process. Dr. Chamberlin is requesting the assistance of the President's Advisory Council with updating this response with current information. This will be placed on the November 11 agenda for further discussion.
2. **Budget Development Committee:** Budget Officer Adam O'Connor reported that there was no new information on the state budget at this time. In light of the drastic cuts to the categorical programs, the Budget Development Committee is reviewing their policy to not backfill categorical programs. At this time it appears that the categorical programs will have a \$700,000 shortfall in 2010-2011. This information has been given to the Vice Chancellor and further discussion at the District level will take place.
3. **Diversity Committee:** Diversity Committee Chair Lily Espinoza reported that the Orange County Human Relations Council had provided an update of their activities at a recent Diversity Committee meeting. Other updates included: the District Diversity Committee is hosting a meeting of the Western Region Council on Black American Affairs to be held November 6 and 7 at Fullerton College and she would be attending; an Asian American/Pacific Islander Faculty and Staff Association is being formed by interested staff members; Tim Wise will be on campus speaking about race relations on November 18 followed by a book signing event; and Thursday, October 29, the college is hosting its Dia de los Muertos event from 6 to 9 p.m. in the Quad.
4. **Staff Development Committee:** No report.
5. **Study Abroad Committee:** Study Abroad Coordinator Levonne Nelson provided information about the Study Abroad Program. She reported that she was optimistic that the spring 2010 program in Madrid, Spain would not be cancelled. During these economic times, students have more difficulty with funding. However, this educational opportunity is an important one for students. Ms. Nelson announced that she would be stepping down as Coordinator soon and a new coordinator will need to be appointed.
6. **Banner Steering Committee:** Dean Bob Jensen reported that there had been no meeting of this committee since his last report to PAC. He expressed his commitment to represent the college and encourage that decisions not be made without input. Faculty Senate President Marcus Wilson inquired about the Degree Audit component of Banner, which is important to assist students in completing degrees and certificates. It was stated that this capability is already in Banner, but that staffing to make

it happen is an issue. President Schauerman encouraged all to advise District Information Services of any problem with the new version of Banner that was recently rolled out.

MEMBER REPORTS

1. **Deans:** No report.
2. **Managers:** Health Services Director Chris Kiger shared information about seasonal flu and H1N1 flu clinics taking place this week.
3. **Faculty:** No report.
4. **Classified:** No report.
5. **Associated Students:** No report.

Adjournment: 4:05 p.m.

Debra Gerard, Recording Secretary