



President's Advisory Council MINUTES

November 11, 2009
Approved December 9, 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 *Associated Students:* Peter Cornett, Brandon Collins *Absent:*

HOUSEKEEPING

1. **Agenda:** The agenda was approved as presented.
2. **Minutes:** The minutes were approved with corrections from the Associated Students.

OLD BUSINESS

1. **Technology Implementation Committee:** Faculty Senate President Marcus Wilson discussed the revised draft of the description of the "Technology Implementation Committee" that was distributed with the agenda. Dr Wilson stated that the draft reflects the feedback from discussions at the last PAC Meeting and discussion with Director of Academic Computing Nilo Niccolai. All revisions were in bold on the draft. Classified Senate President expressed concern that the appointment of a classified representative was limited to an instructional staff member, since Student Services classified staff also have technology related thoughts and ideas. Similarly, Dean Lisa Campbell expressed concern that a Student Services manager was not reflected in the voting membership. Further discussion took place relating to word usage in the document. The following changes were agreed to:
 - a. **Under Purpose – Item #8:** the word "implement" will be replaced with "incorporate"
 - b. **Under Purpose – Item #11:** "BDC" will be replaced with "PAC"
 - c. **Committee Name:** the name of the committee was changed to "Technology Implementation Planning Committee"
 - d. **Committee Composition:** (1) one of the faculty reps will be designated as an online instructor; (2) management appointments will specify that one manager be from the Student Services area; (3) the requirement that the Classified Staff representative be from the instructional support area will be deleted to allow CSEA to appoint whom they wish

The document will be revised and distributed for final review at the next PAC meeting.

2. **Smoke Free Campus Enforcement:** Constituent group representatives shared feedback regarding the Enforcement Proposal distributed at the last meeting. The students expressed concern about the strictness of the policy and the ramifications to students if BP5500 – Standards of Student Conduct and Discipline were to be applied to students who repeatedly violate the policy. In addition the students expressed concern about the role of faculty in enforcement of the policy. The managers supported the proposal as written. Beverly Pipkin expressed CSEA's concern that classified employees who enforced the policy might run the risk of having a complaint filed against them by the student. Ericka Adakai shared feedback from classified staff which included a preference to have Campus Safety be responsible for enforcement. The faculty did not wish to have faculty be the enforcers of the policy. The group was reminded that no employee was obligated to enforce the policy, but it was "permissible" if the employee wished to do so. Director of Campus Safety Steve Selby was then asked to comment on the proposal. Mr. Selby stated that he believed that enforcement should be non-punitive and preferred that voluntary compliance be encouraged rather than specific enforcement. Since smoking is a lifestyle choice, he encouraged continued and increased education. The students reported that discussion of designated smoking areas took place at their Senate meeting on November 9 and they would like to have a dialogue about this idea. Since it was not on the agenda, the students were encouraged to place this topic on a future agenda for discussion. Dean Jensen reported that the Subcommittee has another meeting scheduled on November 13 and this feedback would be taken to the Subcommittee.

NEW BUSINESS

1. **Future Agenda Items:** While there were no New Business agenda items on today's agenda, President Schauerman stated that he would be placing an item on the December 9, 2009 meeting agenda about working more closely with the Fullerton College Foundation to encourage support of the college.

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 by November 13, 2009. Dr. Chamberlin also reported that the Standards Committees were beginning to publish their drafts for campus review. All drafts will be posted on the Accreditation website: <http://accreditation.fullcoll.edu/>
2. **Budget Development Committee:** Budget Officer Adam O'Connor reported that discussion was continuing in BDC about the possible change in one of the budget principles relating to backfilling categorical programs. The BDC is working on language to amend this guiding principle in light of the change in funding by the State to the categorical programs. This will be brought to PAC when it is completed. Mr. O'Connor also reported that the BDC is working on the request for additional funding to the counseling area and will bring a recommendation to PAC when it has completed its review.
3. **Diversity Committee:** Diversity Committee Chair Lily Espinoza reported that she attended the Western Region Council on Black American Affairs hosted at Fullerton College and was very encouraged with the focus on student success throughout the two-day meeting.
4. **Staff Development Committee:** No report.
5. **Study Abroad Committee:** Dean Jackie Boll reported that it looked very positive that the spring 2010 Study Abroad Program to Madrid would be a "go."
6. **Banner Steering Committee:** Dean Bob Jensen reported that inquiries were made at the recent Banner Steering Committee regarding degree audit. Mr. Jensen stated that the District IS personnel were exploring four products. After discussion it was clear that a common understanding of what degree audit would include is needed. Upgrades to Banner will be rolled out in spring, summer and fall 2010.

MEMBER REPORTS

1. **Deans:** Dean Dan Tesar reported on a discussion that took place at Deans Council about the development of a specific process for the college-wide review of the college's Mission Statement. It was agreed that the Deans would prepare an item for discussion on a future agenda.
2. **Managers:** Health Services Director Chris Kiger reported that Fullerton College hosted an H1N1 Flu Clinic on Saturday, November 14. More than 2000 vaccinations were administered and it went well.
3. **Faculty:** Faculty Senate President Marcus Wilson reported that a presentation was given on the categorical programs budget reductions at the last Faculty Senate Meeting. Approximately \$1.5 million is needed to maintain current services.
4. **Classified:** Classified Senate President Ericka reported that Admissions & Records took first place in the Fall Decorating Contest and that a presentation is being made on the categorical programs budget reductions at the November 12, 2009 Classified Senate meeting.
5. **Associated Students:** A.S. President Peter Cornett reported that Homecoming events last week went well, as did the November 11, 2009 Veterans events.

Adjournment: 4:00 p.m.

Debra Gerard, Recording Secretary