



President's Advisory Council MINUTES

January 26, 2011
Approved February 9, 2011

MEMBERS Present: *Chair:* Rajen Vurdien *Deans:* Lisa Campbell *Managers:* Chris Kiger *Faculty:* Marcus Wilson, Sean Chamberlin, Markus Burger, Jim Book *Classified:* Pattie Foster, April Ramos *Associated Students:* Johnwilly Osuji **Absent:** Ashley Glass

HOUSEKEEPING

1. **Agenda:** The agenda was approved with the addition of "Budget" to New Business.
2. **Minutes:** The minutes were approved as presented.

OLD BUSINESS

1. **Campus Diversity Committee:** This item was deferred for discussion until the February 9, 2011 PAC meeting.
2. **Task Force to Address Needs of Under-Prepared Students:** Dr. Ken Meehan reported that the task force had met and agreed that it was important to collect data to help inform a solution to this issue on a college-wide basis. The task force is proposing that a pilot project using existing resources or programs begin fall 2011 with a cohort of 1000 incoming freshmen students. This size cohort is important to provide information that is on a large enough scale to affect the college statistics. Once the project is chosen it will be taking to the Planning and Budget Steering Committee for funding. An important aspect in program selection would be one that can grow to serve most of Fullerton College's students to attain the goal of completion of a certificate program or transfer in 3-5 years. Faculty Senate President Marcus Wilson stated that he believed the faculty would support this program and that students, if they make the commitment to the program, would be successful. It was suggested that existing programs that may meet the criteria, such as the Entering Scholars Program being developed by the Basic Skills Student Success Steering Committee, be considered for expansion. During the discussion Mark Greenhalgh was added to the subcommittee. President Vurdien requested that a proposal with timeline be ready for presentation to PAC at the February 23 meeting.
3. **Accreditation Update:** Dr. Toni DuBois reported that on Friday, January 21, 2011, the Accreditation Visit Team Chair, Dr. James Meznik, and his assistant visited the district and campus to work out the logistics for the March 14-17, 2011 Team Visit. During the visit Dr. Meznik complimented Fullerton College on its self-study document. Dr. DuBois announced the following dates relating to the team visit: Opening Session on Tuesday, March 15, from 8:30 – 9:30 a.m. in the College Center (224-6-8) and the Closing Session on Thursday, March 17, from 1 – 2 p.m. in the Campus Theatre. As an outcome of the accreditation process President Vurdien announced that he has asked Dr. Ken Meehan, Director of Institutional Research, to lead the college's planning effort. Dr. Meehan will be creating a calendar to complement the planning process endorsed by PAC in September 2010 and bring to PAC for review and adoption. Discussion then took place about the development of college goals for the next two year period and it was suggested that the goals coming out of the Comprehensive Master Plan might be adopted as the college's goals. It was also agreed that a meeting of the Program Review Committee was important to keep the planning effort on tract. Faculty Senate President Marcus Wilson reported that the faculty has identified Mary Nolan-Riegle as temporary chair of this committee and will be calling the first meeting. Further, Dr. Wilson stated it was important the faculty receive feedback on the Program Reviews, especially feedback from outside the Division. Dr. Meehan announced that the Program Reviews are on the Institutional Research website for all to review.

NEW BUSINESS

1. **Budget:** President Vurdien stated that, while the current budget situation is not good, any discussion and decisions about the budget will be an open and transparent process and all will be encouraged to

provide input. Dr. Vurdien reported that the next District Planning Council meeting will be devoted to the discussion of the budget. One of the elements being discussed immediately was the decision on whether or not to hire the faculty for which we are recruiting. If we do not hire them, the District has a chance of having to pay a penalty for not meeting its faculty obligation required by the State. However, if the District hires the faculty within a year of not meeting its faculty obligation the penalty will be waived. Budget Officer Adam O'Connor reported that a subcommittee of DPC consisting of the Budget Officers and Instruction/Student Services officers will be bringing a recommendation to DPC for discussion.

2. **College Needs for Major Fundraising:** Dr. Vurdien reported that the Fullerton College Foundation is planning to do major fundraising outside of its current funding process which provides scholarships to students. The Foundation Board has asked the college to identify a major need for which they can raise funds. An initial suggestion of funding the cost of wireless access campus wide was made and discussion followed. Dr. Vurdien asked that all ideas of college needs be forwarded to Debra Gerard.
3. **Proposed Date for Spring 2011 PAC Retreat:** It was agreed that a spring PAC retreat would be important and Dr. Vurdien stated that suggested dates would be sent to PAC representatives for their feedback.
4. **Classified Staff Needs Assessment Process:** Budget Officer Adam O'Connor presented a process for the addition of classified staff which was developed by the Planning and Budget Steering Committee for use beginning in the 2011-2012. All PAC Representatives were asked to take discuss this with their constituent groups for discussion at the February 9 PAC meeting. An electronic file of the handouts included in the agenda will be distributed to PAC representatives for their use.

COMMITTEE REPORTS/INFORMATIONAL ITEMS

1. **Planning and Budget Steering Committee:** Director of Budget & Finance Adam O'Connor reported that the committee was discussing the impacts of the Governor's proposed budget to the college for the 2011-2012 budget year.
2. **Centennial Committee:** Committee Co-Chairs Andrea Hanstein and Bob Jensen reported that a marketing firm had been hired to develop a plan and tools to go to the community for support of the College's Centennial. In addition, it was announced that the first meeting of the Celebration and History committees will take place in February and March respectively. All who are interested in participating are welcome to attend.
3. **Faculty:** Faculty Senate President Marcus Wilson reported that the first Senate Meeting for the spring semester is scheduled for February 3, 2011.
4. **Deans:** Dean Lisa Campbell reported that the Deans are currently working on schedules.
5. **Managers:** No report.
6. **Classified:** Ms. Pattie Foster reported that feedback from Fullerton College classified professionals on the Diversity Committee was being solicited for the discussion at the February 9 PAC meeting.
7. **Students:** No report.

ANNOUNCEMENTS

1. **Flu Vaccine:** Health Services Director Chris Kiger reported that there has been an increase in adult flu this season and announced that the Health Center still has flu vaccine for those who haven't yet had their flu shot. Further, mercury free vaccine is also available.
2. **Fine Arts:** Dean Bob Jensen reported that the new art exhibition "Paper Cuts" opens January 27. Also, there are five concerts on campus the weekend of January 28-30 and all are invited.

Adjournment: 4:00 p.m.

Debra Gerard, Recording Secretary