



President's Advisory Council MINUTES

February 23, 2011
Approved March 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, Ashley Glass **Absent:**

HOUSEKEEPING

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

OLD BUSINESS

1. **Accreditation Update:** Dr. Toni DuBois reported that there was no change to the plans for the Team Visit the week of March 14 that were announced at the last meeting. It was announced that two Open Forum times will be scheduled to provide faculty, staff or students who wish to speak with the team members the opportunity to do so. These times will be communicated to all when they are confirmed.
2. **Task Force to Address Needs of Under-Prepared Students:** Dr. Ken Meehan presented a plan proposed by the task force. There were two elements of the plan: (1) a plan for implementation in fall 2011 and (2) a plan to be discussed and finalized for implementation in fall 2012. The fall 2011 plan included the expansion of the Entering Scholars Program currently being developed by the Basic Skills Committee, priority registration, matriculation services, data of the students to faculty and a week of mandatory orientation for all participants in the cohort. It was the recommendation of the task force that the fall 2011 plan be put into effect by working with two local high schools – Anaheim and Fullerton to create the cohort. During discussion of the fall 2011 plan, it was suggested that an orientation to MyGateway and other online applications as well as an orientation to Health Services be added to the proposed Orientation Week activities. The proposed plan to be implemented in fall 2012 included more work with the local high schools in the area of placement, matriculation and adjusting the students' expectations; development of a block schedule for students participating in the program and faculty staff development. Concerns were raised about the resources required to implement the plans and elements of the plan proposed to be implemented in 2012. Dr. Meehan stated that the plan for fall 2012 implementation is being presented for feedback and discussion and not finalized. It was suggested that this proposal be a topic of discussion at the March 24 High School Principals Luncheon. The task force was asked to assign required resources (dollars and human) to the plan for discussion at the next meeting.
3. **PAC Retreat:** Dr. Vurdien announced that the PAC Retreat for PAC representatives and PAC resource members will be held on Wednesday, April 27, from 12 to 5 p.m. Luncheon will be served. The following were suggestions for the retreat agenda: the discussion should be more specific and tangible from which action can be taken rather than a totally philosophical discussion; agenda items included discussion of feedback from the accreditation team visit, the budget, the Educational Master Plan and a strategic vision and mission statement. All PAC representatives were asked to forward suggested agenda items to Debra Gerard.

NEW BUSINESS

1. **Technology Plan:** Faculty Senate President Marcus Wilson reported that a Technology Plan developed by the Technology Implementation Planning Committee and the Instructional Technology Committee was presented to the Faculty Senate for their consideration and he anticipates that it will be endorsed at the March 3 meeting. After its endorsement it will be brought to PAC for endorsement. President Vurdien announced that Interim VP Larry Mercadante and Budget Officer Adam O'Connor are in the process of

assigning costs to the proposed plan. During discussion Dr. Vurdien inquired as to why there were two technology committees. It was explained that the Instructional Technology Committee was responsible for the development of what is needed and the Technology Implementation Planning Committee was responsible for the implementation of the elements of the Technology Plan developed by both committees. It was suggested that at a time in the future the two committees might very well be merged. Dr. Vurdien recommended that the two committees continue meeting to support the Technology Plan to see that it is integrated into the college planning by making recommendations to the Planning and Budget Steering Committee.

2. **Proposals for Major Funding Project by Foundation:** Dr. Vurdien led a discussion on the proposals submitted for consideration of major funding by the Foundation. It was suggested that the Beautification of Centennial Way be selected for this funding. It was agreed that a plan be developed for Centennial Way which identifies the funding requirements. A.S. President Johnwilly Osuji made an appeal for consideration of an electronic marquee to help get the word to students about what is happening on campus. It was agreed that this could be included in the Quad Plan which is currently under development. Dr. Vurdien will take to the Foundation the Beautification of Centennial Way as the college's major funding project.
3. **ARCC Self Assessment** – Dr. Ken Meehan presented the 2011 self-assessment which accompanies the data included in the Accountability Reporting for the California Community Colleges. Prior to the discussion of the self-assessment, Dr. Meehan provided a brief summary of the results of the report. The self-assessment was endorsed by PAC with minor changes. It will be submitted to the State Chancellor's Office no later than March 4, 2011.

COMMITTEE REPORTS/INFORMATIONAL ITEMS

1. **Planning and Budget Steering Committee:** Director of Budget & Finance Adam O'Connor reported that the PBSC is working on a planning calendar to accompany the planning model endorsed by PAC. It is very likely that the calendar will be a two-year calendar so that all areas of the planning model are addressed. It will be presented for PAC's review at the March 9 meeting.
2. **Centennial Committee:** Committee Co-Chair Andrea Hanstein reported that all were invited to the monthly Centennial Committee meetings and that a Celebration Committee meeting will be held February 28 and invited all who are interested to attend. Current Centennial activities include the work of the History committee and review of marketing proposals.
3. **Faculty:** Faculty Senate President Marcus Wilson reported that the Faculty Senate was discussing the topic of priority registration. At this time the Senate is in full support of the current priority registration for the special populations.
4. **Deans:** Dean Lisa Campbell reported that the Deans were discussing the budget and its effect on our programs.
5. **Managers:** Health Services Director Chris Kiger announced that there is flu vaccine still available.
6. **Classified:** No report.
7. **Students:** No report.

ANNOUNCEMENTS

1. **Tomato Plant Sale:** Dr. Sean Chamberlin announced the Horticulture Department Plant Sale will be held March 4, 5 and 6.
2. **Make a Change with your Change:** Dr. Toni DuBois announced that during Club Rush on Thursday, February 23, a contest between students and faculty/staff will be held as to who contributes the most change to support the A.S. CareBank.
3. **Associated Students:** Darlene Jensen announced that Men and Women of Distinction nominations were currently being received and encouraged all to nominate a deserving student; the A.S. is sponsoring a blood drive on March 2 and 3 and that regalia orders for Commencement were being taken in Student Affairs.

Adjournment: 4:00 p.m.

Debra Gerard, Recording Secretary