



President's Advisory Council MINUTES

March 9, 2011
Approved March 23, 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:** A revised agenda adding "Technology Plan" to Old Business was distributed at the meeting. This agenda was approved.
2. **Minutes:** The minutes were approved with a minor change in the faculty report section.

OLD BUSINESS

1. **Accreditation Update:** ALO Dr. Toni DuBois reported that a booklet with the photos and bios of the Accreditation Team members who will be on campus for the visit the week of March 14 will be posted on the Accreditation website. As soon as the request for meetings is received from the Team Chair, Dr. DuBois will communicate that information to those involved.
2. **Task Force to Address Needs of Under-Prepared Students:** President Vurdien stated concerns were voiced that this group was to be involved in activities that are already being conducted by others on the campus. Dr. Ken Meehan, who convened the task force, suggested that the task force would be an umbrella group consisting of all those interested in meeting to coordinate the efforts. The goal of this group would be to increase the number of students being served. Further, Dr. Meehan stated that the action plans presented at the last meeting were ideas for discussion. During discussion at the meeting, concern was also voiced that the campus might not need another committee and that it was important existing committees are not bypassed in the process of reaching the goal of the task force. It was reiterated that communication and collaboration in this effort is important to insure the greatest number of students are served. PAC directed the College Executive Team and Faculty Senate Executive Committee to work together on the creation of a new committee to oversee these activities. The Ad Hoc Committee will suspend meetings or actions until it receives further direction from PAC.
3. **Planning Calendar:** Budget Officer Adam O'Connor and Institutional Researcher Ken Meehan presented a revised Budget and Planning Calendar for PAC's review. The need for revisions to the calendar originated from the recently instituted two-year Program Review cycle. The revisions presented were endorsed by PAC. Revisions to the "Planning" column of the calendar will be brought to PAC for endorsement after "fine tuning" by the Program Review and Planning and Budget Steering Committees.
4. **Technology Plan:** Dr. Marcus Wilson reported that the Faculty Senate endorsed the Technology Plan prepared by the Instructional Technology and Technology Implementation Planning Committees. Budget Officer Adam O'Connor reported that the Planning and Budget Steering Committee endorsed the plan and proposed that the college allocate as much money as possible in support of the plan. During discussion of the plan it was suggested that a review of the Technology Plan be added to the Budget and Planning Calendar and that DSPS considerations also be considered for inclusion in future plan updates. PAC endorsed the Technology Plan and its implementation.

NEW BUSINESS

1. **Draft 2011-2013 Goals:** Dr. Ken Meehan distributed proposed goals for 2011-2013 for PAC's consideration. All PAC representatives were asked to take the proposed goals to their constituent groups for discussion and feedback. It was agreed that three or four goals would be finalized for the 2011-2013 timeframe.

2. **Discussion of 15 Suggestions from Strategic Conversation:** Dr. Vurdien led a discussion on future topics for a Strategic Conversation. It was PAC's recommendation that the college's suggestion for a topic is: dealing with first time entering students.
3. **Priority Registration for International Students** – Dr. Toni DuBois introduced the topic of priority registration for first time international students to ensure that these students get the units in the appropriate courses to maintain their eligibility for a student visa. Dean of A&R Albert Abutin reported that this suggestion was discussed at the District and denied, but that the college could implement its own priority registration for this population of students if it chose to do so. PAC requested Dean Abutin and Manager of International Students Pilar Ellis bring a proposal to PAC for their consideration.
4. **College Hours** – A.S. President Johnwilly Osuji proposed the following dates for College Hours during the 2011-2012 Academic Year: November 2, 2011 (November 3, 2011 rain day) from 12 to 1 p.m. for Homecoming and April 26, 2012 (May 3, 2012 rain day) from 12 to 1 p.m. for the Festival of Diversity. PAC endorsed the proposed dates.

COMMITTEE REPORTS/INFORMATIONAL ITEMS

1. **Planning and Budget Steering Committee:** Director of Budget & Finance Adam O'Connor stated that his report was a part of the discussion earlier in the meeting.
2. **Centennial Committee:** No report.
3. **Faculty:** No report.
4. **Deans:** No report.
5. **Managers:** No report.
6. **Classified:** No report.
7. **Students:** No report.

ANNOUNCEMENTS

1. **None**

Adjournment: 4:30 p.m.

Debra Gerard, Recording Secretary