



President's Advisory Council MINUTES

November 10, 2010
Approved - December 8, 2010

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

HOUSEKEEPING

1. **Agenda:** The agenda was approved as presented.
2. **Minutes:** The minutes were approved as presented.

OLD BUSINESS

1. **Accreditation Update:** Accreditation Liaison Self-Study Chair Sean Chamberlin reported that the Board signed off on the Self-Study Tuesday, November 9. The self-study will now be printed and submitted to the Accrediting Commission. Dr. Chamberlin also suggested that a college-wide Town Hall be convened in February 2011 to make sure that the college community is aware of the contents of the completed self-study. It was suggested that the college mission statement, vision and core values be posted around campus. PIO Andrea Hanstein committed to see that this was done. Dr. Chamberlin requested that this agenda item be addressed at future PAC meetings as required and not at every meeting.
2. **Resource Member Proposal:** Responses from the constituent groups regarding the Resource Member Proposal to have the Classified Senate President as a resource member of PAC if not appointed by CSEA as a representative were reported as follows:
 - Faculty Senate – would like to consider all membership proposal at the same time
 - Classified Senate – in favor and noted that the proposal was not a part of the Faculty Senate proposal but one submitted independently during discussion at PAC
 - Deans – in favor
 - Managers – in favor
 - Students – have not addressed in their meeting yet but can report back next timeDr. Vurdien advised that he would meet with the groups and make a decision on the proposal.
3. **Staff Development Committee Composition:** The students have not submitted information relating to how their membership on the committee would be beneficial to them. Once that information is forwarded to the Staff Development Committee, the item will be placed on the PAC agenda for further discussion.

NEW BUSINESS

1. **National College Health Assessment Survey:** Health Services Director Chris Kiger presented the summary of the results of the survey. It was noted that the handout titled "Top Ten Impacts on Academic Performance" was most meaningful because it identifies the areas where the health fee funding will best serve students. The identification of stress, relationship, anxiety and depression as having a major impact on academic performance led to the increase in counseling services this year. It was noted how important it is to have students aware of the services available in the Health Center and Director Kiger noted that she attends New Faculty Orientations to make new faculty aware of their services so they can refer students if necessary. It was suggested that something be added to the college's Facebook page with information about the Health Center's services and possibly final exam "care" packages be offered by Food Services.
2. **Budget Update and Presentation:** Director of Budget & Finance Adam O'Connor reported on the November 3 State Budget Workshop he attended. It was reported that there is a \$19.3 billion budget gap in the state budget and it is anticipated that there will be a mid-year adjustment in January or possibly an 18 month budget implemented at that time. In response to this news, the District is not

making any changes to its current budget and will respond at that time. Director O'Connor also reported that the community colleges are asking for extra funding for the 2011-2012 budget to support student success, educational quality and access. The NOCCCD portion of the additional funding is \$25 million. Faculty Senate President Marcus Wilson suggested that the college commit to making no more class cuts and funding this commitment with carry over funds. Director O'Connor stated that the growth funds in the budget could also be used to fund the extended day budget. Discussion followed and it was suggested that it is not only critical to use funds to bring students to classes, but also to fund services which would help them succeed. All agreed that it was important to address the needs of the underprepared students and it might be beneficial to develop a stronger partnership with the School of Continuing Education to assist in this area. President Vurdien then asked that Institutional Research Director Ken Meehan convene a meeting of a task force to look into this area and potentially seek grant funding to help our students. Toni DuBois, Sean Chamberlin, Pattie Foster, Lisa Campbell, Johnwilly Osuji, Ashley Glass and Bob Jensen all volunteered to serve on this task force.

3. **Classified Hiring Policy:** President Vurdien stated that the college is currently operating under guidelines to hire new and replacement classified personnel which were established for the 2009-2010 academic year. Dr. Vurdien stated that he believed new procedures should be developed that tied into the program review/planning process. Faculty Senate President Marcus Wilson supported this and suggested that the process should be as transparent as the procedure to decide on faculty hiring. Dr. Vurdien directed the Planning and Budget Steering Committee to draft a recommended procedure for hiring new and replacement classified staff. It was noted that the procedure should take into the effect the importance of timing when replacing classified staff because duties of vacant positions are taken on by others.
4. **November 24, 2010 Meeting:** It was announced that the November 24, 2010 PAC meeting has been cancelled.

COMMITTEE REPORTS/INFORMATIONAL ITEMS

1. **IPEDS Report:** Institutional Research Ken Meehan provided an explanation of the IPEDS Report distributed with the agenda. This report is created with information from institutions who receive federal funding and Fullerton College is grouped with "like" institutions from across the country. President Vurdien stated that it was good that Fullerton College exceeds their peer institutions in almost every category.
2. **Faculty:** Faculty Senate President Marcus Wilson reported that the Faculty Senate is sponsoring a workshop from 1:00 – 4:30 p.m. on January 18, 2011 "Identifying Barriers to Student Achievement." All are invited. Dr. Wilson also expressed concern about the recently distributed Waitlist Procedures in that they did not address the concerns raised by the faculty.
3. **Deans:** Dean Lisa Campbell reported that the Deans are currently working on SLOs. Also, it was announced at the Banner Steering Committee that beginning with the spring 2011 term, the class list will contain "real time" information.
4. **Managers:** Health Services Director Chris Kiger reported that there was a flu vaccine the evening of November 11 and that there is flu vaccine available for those who have not yet received it.
5. **Classified:** Classified Senate President Ericka Adakai reported that she had met with the CSEA Executive Board and a written procedure is to be developed on how classified staff appointments to committees will be made, specifically identifying how the Classified Senate will work together with CSEA. In addition, the CSEA Board agreed to provide a written description on how decisions are made as to who is appointed.
6. **Students:** A.S. President Johnwilly Osuji reported that much conversation has taken place about the new Constitution. Mr. Osuji also announced that Homecoming celebration was taking place today and all are invited to Homecoming Football Game on Saturday, November 13.

ANNOUNCEMENTS

1. **Classified Senate Meet and Greet:** Classified Senate President Ericka Adakai announced that the Classified Senate is hosting its first "Meet and Greet" on November 16. All are invited to attend.

Adjournment: 4:05 p.m.

Debra Gerard, Recording Secretary