



President's Advisory Council MINUTES

November 23, 2011
Approved December 14, 2011

MEMBERS Present: *Chair:* Rajen Vurdien *Deans:* Lisa Campbell *Managers:* Olivia Veloz *Faculty:* Sean Chamberlin, Marcus Wilson, Markus Burger *Associated Students:* Joey McIntosh **Absent:** Jim Book, April Ramos, Pattie Foster, Maria Duque

HOUSEKEEPING

1. **Agenda:** The agenda was approved with the removal of Old Business Items #2 and #7.
2. **Minutes:** The minutes of November 9, 2011 were approved with one minor correction.

OLD BUSINESS

1. **Addressing Needs of Under-Prepared Students:** Dr. Vurdien shared feedback from Classified Staff regarding the composition of the Student Success Committee. Vice President Giugni will modify the membership to include four Classified Staff and four Student Representatives. After checking the master calendar, it was decided that the committee can meet on the first and third Monday of the month at 2:00 p.m. Bob Jensen stated that the Centennial Steering Committee will move their meeting time.
2. **Bridging the Achievement Gap/ Response to Students' Letter:** This item will be removed from the agenda.
3. **Strategic Plan:** Ken Meehan reported that some of the objectives need to be revised. The majority of the action plans will be postponed with perhaps two being funded in the spring. Sean Chamberlin shared that some of the action plans were not fully developed; however, this may be because faculty and staff were not aware that these action plans would be tied to funding. Dr. Meehan has been going through the PAC minutes since the ACCJC team visit to extract discussions on planning. The college needs to show ACCJC that one full planning cycle has been completed. The Institutional Review Committee will be conducting a review of the planning process through surveys and focus groups. From the Program Review Process, we will revisit the goals and refine as needed.
4. **Accreditation:** Vice President DuBois received feedback on the Campus Diversity Plan and has incorporated these suggestions. A first draft of the accreditation response will be sent to the campus on Friday, December 2 for feedback. Dr. Giugni reported that the division representatives are working with faculty on the SLOs. The college must be proficient by Fall 2013. Marcus Wilson suggested that we hire a professional expert to assist Dr. Meehan in establishing a document for proficiency and to work on the timeline. Dr. Meehan reported that recommendations 3 and 4 deal with the planning cycle. He has been documenting what the college has done since the ACCJC team visit. Dr. Meehan shared that the work done by the Program Review Committee is now a model for other institutions.

Sean Chamberlin asked for an update on the Technology Plan. Dr. Giugni needs to meet with the consultant. Classroom phones have been purchased; however, there is a delay in installation due to infrastructure requirements. Another option would be to install them at the smart classroom workstations.

Vice President Perez reported that the college is implementing a Total Cost of Ownership plan to address recommendation #5, and the Facilities and Safety Committee has been charged with overseeing the plan.

5. **Masterplan:** The Comprehensive Master Plan can now be viewed on MyGateway. Sean Chamberlin shared that Faculty Senate is not happy with the language in the Master Plan.
6. **Workload Reduction:** Dr. Vurdien has asked the Vice Presidents to work with the Deans and faculty representatives to create a plan to address workload reductions and growth. This item will now be called, "Enrollment Management Plan."

7. ***Student Success Task Force:*** This item will be removed from the agenda.

NEW BUSINESS

1. ***IPEDS Data Feedback Report:*** Ken Meehan shared the IPEDS Data Feedback Report which compares Fullerton College's statistics with other comparable institutions. Figures 10 and 11 regarding graduation rates need to be shared with the public. Dr. Meehan pointed out that the transfer rate (18%) looks low because they remove those students who have completed AA/AS degrees and transferred. In addition, our graduation rates are lower because many students transfer without applying for a degree. San Joaquin Delta instituted a reverse transfer process which awards degrees to students who complete their requirements after they have transferred. Some council members noted that the comparable colleges in the report are not really similar to Fullerton College. Dr. Meehan indicated that they can visit the Department of Education's website to reproduce the report using different peer groups.

MEMBER REPORTS/ ANNOUNCEMENTS

1. Dr. Vurdien thanked everyone for their dedication to the college by attending the meeting the day before a holiday and wished everyone a Happy Thanksgiving.
2. Vice President Perez reported that the Planning & Budget Steering Committee will meet next week.
3. Bob Jensen announced that a Centennial grant writer was hired and will be in the office down the hall from Andrea Hanstein.
4. Lisa Campbell reported that the Deans' Council discussed the summer focus and the adjunct faculty contract changes.
5. Joey McIntosh announced that Associated Students will be having a potluck at their last meeting of the semester next Tuesday at 1:30 p.m.
6. Sean reported that the Student Success Task Force has delayed the implementation of their plan. Faculty Senate wrote a letter to the board regarding the dean and manager hiring. They also drafted a resolution that rejects the Comprehensive Master Plan because there was no indication that the drawings were placeholders or ideas, and there were too many mistakes in the document. He shared concerns that the 2007 Class Size Guidelines are now being viewed as "the law" instead of as a guide.

Adjournment: 3:55 p.m.

Shannon Matthews, Recording Secretary