



President's Advisory Council MINUTES

December 14, 2011
Approved January 25, 2011

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

HOUSEKEEPING

1. **Agenda:** The agenda was approved as presented.
2. **Minutes:** The minutes of November 23, 2011 were approved as presented.

OLD BUSINESS

1. **Addressing Needs of Under-Prepared Students:** The Student Success Committee will meet on the first Monday of the month at 3 p.m. with the first meeting tentatively scheduled for February 6. Vice President Giugni is working with the constituency groups on their representatives for the committee.
2. **Strategic Plan:** Dr. Ken Meehan reported that the Planning & Budget Steering Committee has approved \$56K to be allocated for the Action Plans that will support the objectives under the Strategic Plan goals. The remainder of the \$100K will be allocated toward Program Review. This will also include underdeveloped plans that may be resubmitted for consideration. In the planning cycle, this is the allocation and implementation phase; now the process needs to be evaluated. Dr. Meehan will bring a list of the Action Plans to the first PAC meeting in the new year.
3. **Accreditation:** The first draft of the accreditation response has been emailed to all faculty and staff. Dr. Meehan and Vice President Giugni are the co-liaisons for the college, and they attended the district meeting yesterday. The final draft will be presented at the February 14 meeting with approval expected at the February 28 meeting. Kai Stearns-Moore and Deborah Ludford are working on the district response, which will be integrated into the college's response. The district is waiting for the 3 manuals to be approved before they write the draft, which is expected in January.
4. **Masterplan:** Deborah Ludford made a presentation on the Comprehensive Master Plan at yesterday's board meeting.
5. **Enrollment Management Plan/Workload Reduction:** Vice President Giugni will work with Marcus Wilson and Faculty Senate to develop an Enrollment Management Plan to address possible workload reductions.

NEW BUSINESS

MEMBER REPORTS/ ANNOUNCEMENTS

1. Dr. Vurdien announced that there will be public forums on redistricting the week of January 16. He thanked Sean Chamberlin for his service as Senate President and wished everyone Happy Holidays.
2. Vice President Perez reported that the Planning & Budget Steering Committee is recommending to the President that \$250K be given to the Deans next semester for Instructional Equipment. Marcus Wilson asked about the phone installation. Dr. Vurdien said all the classroom phones will be installed by the first week of January.
3. Bob Jensen encouraged everyone to attend Convocation in the Theatre where there will be upbeat, positive performances featuring "authentic voices."
4. Joey McIntosh wished everyone Happy Holidays and thanked them for their support.
5. Lisa Campbell reported that the Deans are working on scheduling blocks and room assignment lists.
6. Maria Duque wished everyone Happy Holidays.

7. Bob Jensen announced that there is a concert tomorrow at 7:00 p.m. in the Wilshire Auditorium. Admission is \$5 or you may bring a gift wrapped toy, which will be donated to Children's Hospital Los Angeles.

Adjournment: 3:10 p.m.

Shannon Matthews, Recording Secretary