



# President's Advisory Council MINUTES

March 28, 2012  
Approved April 11, 2012

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**MEMBERS Present:** *Chair:* Rajen Vurdien *Deans:* Lisa Campbell *Management:* Olivia Veloz *Faculty:* Markus Burger, Ken Collins, Robert Bye *Classified:* Pattie Foster *Associated Students:* Maria Duque, Joey McIntosh  
**Absent:** Marcus Wilson, April Ramos

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## HOUSEKEEPING

1. **Agenda:** "College Institutionalization Process" was added as New Business to the agenda.
2. **Minutes:** The minutes of March 14, 2012 were approved as presented.

## OLD BUSINESS

1. **Addressing the Needs of Under-Prepared Students:** The co-chairs of the Student Success Committee are Dan Willoughby and Lynette Pratt. Scott McKenzie, Jeanne Costello, and Deborah Perkins are on the Executive Committee. The committee has formed two workgroups: Mark Greenhalgh is chairing the workgroup examining obstacles to student success, and Monique Delatte is chairing the workgroup compiling and summarizing the Student Success Task Force Recommendations. The goal at the next meeting is to define baseline measures, decide which programs need to be evaluated, and work on a timeline. The programs being evaluated will be given time to respond and provide feedback on the baseline measures.
2. **Strategic Plan:** This item will be discussed at a future meeting.
3. **Accreditation:** The college received a letter dated March 22 from ACCJC that the follow-up visit will be on Thursday, April 19. More information will be sent to faculty and staff as soon as it becomes available.
4. **Enrollment Management Plan/Workload Reduction:** Dr. Giugni will send the data on teaching hours to the Faculty Senate Executive Committee so they can continue working together on the Enrollment Management Plan.
5. **Research:** This item will be discussed at a future meeting.

## NEW BUSINESS

1. **College Institutionalization Process:** The Planning & Budget Steering Committee received a request to institutionalize the UMOJA program. The current procedure states that PAC will create a committee to review requests for institutionalization. Instead of creating a new committee, PBSC requested that they become the committee to review the requests. Since the process was designed for programs, the council asked PBSC to revise the process to also include institutionalization for expenses of established programs.

## MEMBER REPORTS/ ANNOUNCEMENTS

1. Dr. Vurdien announced that the Honors students will be presenting their research at UCI on Saturday; the Torch won their 7<sup>th</sup> consecutive Award of Excellence; and 16 of our students presented at the Math Colloquium. He also thanked Bob Jensen for all the high school students that were on campus for the Theatre Arts Festival and Jazz Festival.
2. On behalf of the Facilities and Safety Advisory Group, Mike Perez reported that decals with emergency numbers will be placed on the classroom phones, and they are looking into installing phones in the conference rooms. The red curbs on Chapman Avenue will be expanded to allow more visibility when exiting the parking lots. Campus Safety will be testing the radios on the 4<sup>th</sup> Wednesday of the month.
3. Bob Jensen announced that the Centennial Committee will be sending a fundraising mailer to the Sherbeck Alumni Group; the Hall of Fame Gala is on May 18; the Science Mural Open House will be May

11; the committee is working on corporate donations; a sweatshirt will be available for purchase in the bookstore for \$19.13; and the Associated Students have adopted the Hornet Sculpture project.

4. Sue Beers shared that the Hall of Fame will be in the big top on the Quad, and they hope to have 200-250 attendees to honor the 15 inductees. They are recruiting 50 athletes to serve the attendees.
5. Ken Collins reported that tomorrow's Senate meeting has been cancelled. Faculty Senate will be sending out calls for division and at-large representatives.
6. Lisa Campbell shared that the Deans are reviewing the Student Success Task Force Recommendations and working on the Lecture Hour Equivalent (LHE) reports for Vice President Giugni.
7. Markus Burger reported that the Music Technical Education Expo will be held on campus April 19.
8. Darlene announced that the 2012 Teacher of the Year is Jeanne Costello. The top five finalists were Jeanne Costello, Angie Andrus, Jay Siedel, Jodi Balma, and Frances Mummery. There were a total of 53 nominations with 31 teachers being nominated.

Adjournment: 3:37 p.m.

Shannon Matthews, Recording Secretary