

**CYPRESS COLLEGE
PRESIDENT'S ADVISORY CABINET
Approved Minutes**

**April 11, 2019
1:00 p.m. - 3:00 p.m., CCCPLX-419**

PRESENT: JoAnna Schilling (Pres), Phil Dykstra (DirInstRes&Plng), Carmen Dominguez (VP Instruction), Paul de Dios (VP Student Services), Bryan Seiling (AcSen) Temperence Dowdle (CSEA), Marc Posner (DirCampCom), Zola Aponte (CSEA), Tonya Cobb (AdFac), Robert Mounce (Assoc Students), Presten Jiminez (Assoc Students), Treisa Cassens (DMA)

ABSENT: Craig Goralski (AcSen), Katy Realista (DMA),

VACANT: United Faculty

GUESTS: Liana Koeppel

RECORDER: Christina Mix, Interim Executive Assistant III, President

REVIEW OF MINUTES

The March 28, 2019 meeting minutes were approved with two name corrections

COMMITTEE PRESENTATIONS – DUAL ENROLEMENT

Liana Koeppel shared about the Accreditation Steering Committee structure including CSLO, ISL/PSLO subcommittees. The Steering committee will be meeting once or twice a semester. The comprehensive integration of assessment starts with Collecting COA data, then Analyze Data, then Program Review, then Resource Allocation Request and finally Resource Allocation. Liana shared the New Program Review Cycle from Fall 2017 – Spring 2022. They are working on the compliance and the Midterm Report is due 2021. Recommendations for Improvement (RFI) for the college are being addressed. There were also recommendations for the district. There are 22 PFI's (Plans for improvements). June 2019 we expect the Commission Action follow up report. October 2021 the Midterm Report is due. Spring 2022 a new faculty co-chair will be selected.

VICE PRESIDENT'S REPORT

Carmen Dominguez Vice President, Instruction

She is happy to announce that there are 56 new courses being added along with new AA degrees and Certificates due to State approval. Dr. Dominguez would like to thank all the people who have been working on the hiring committees. Her team is currently prioritizing where funding will be allocated. It will be discussed at President's Staff before it is brought to PAC for next time. Scholars of Distinction will be nominated by each division. Students in good standing, persistence, and overcoming adversity will be nominated and the 10 winners will be recognized at graduation and will receive scholarship money.

Paul de Dios Vice President, Student Services

Shared a flyer with a list of all upcoming end of the year events for the committee to be aware of and show support.

Alex Porter Vice President, Administrative Services

Provided a brief construction update that will be affecting classes. They will be doing their best to avoid the pile driving noise during finals week. Zola asked if parking lot #5 & #4 could be assessed due to the amount of accidents or almost accidents that are happening. Some stop signs could help avoid some of this.

INSTITUTIONAL RESEARCH AND PLANNING REPORT

Phil Dykstra provided the following:

PBC agenda from April 4th. They welcomed Alex Porter VPAS to their meeting. Vision for success goals were updated in April. Goal #1 - Completion, Goal #2 - Transfer, Goal #3 - Unit Accumulation, Goal #4 -Workforce, Goal #5 – Equity, Goal #6 – Achievement Gap. Dr. Schilling recommended changing the #3 goal and asked the committee for their input. The baseline is 95 in 2016-17 and the goal is 86 in 2021-22 which is a 10% decrease. Should we be more aggressive in this goal? The point is to try to get students to take more units towards their degree. Financial Aid informs students once they hit their 90 unit limit. The committee voted and recommends changing the Goal #3 from 86 down to 82. Phil will inform the student equity committee and can then go to DCC for approval.

PRESIDENT'S REPORT

Dr. Schilling provided the following updates:

UF members may not want to participate at PAC because they have not been mandated to do so. Bryan responded that they definitely do not want to give up the UF seat and they are working on getting representation. Fullerton does not have UF representation for PAC, but it is good that Cypress does. UF does not have to send the President to represent; they can send a designated representative instead.

Position Reorganization: Dr. Schilling would like to share the proposed new positions after confirming with Alex that we have the funds to do so. The practice has been when a position becomes available, we backfill it. This is reviewed every three years and really needs to be reviewed every year. One of the priorities is to

right size the departments. She will be bringing it to PAC once it has been fully vetted. Bryan expects that there will be a justification required for each vacant position for classified like there is for faculty. Planning and budget will need to be included in the discussions. Zola and Temperance agreed that CSEA recognizes the need to add positions.

Equity Initiatives on campus: There is a need to have an equity/diversity plan in place. How do we get more people on campus involved? It makes sense to have a faculty position with release time to be part of the equity practitioner program. The faculty would devise the curriculum rather than hiring a special project manager. Dr. Schilling would like to set the goals for next year and will bring to PAC for feedback.

Dr. Schilling reminded everyone to talk to his or her committee about the Free Speech document and get feedback.

The board agrees that we have a need for housing for students. There is a 42 Unit motel located at 6112 Lincoln that is next to Parking Lot #9 that was built in 1985. The hope is to expand the entrance and collaborate with another entity to provide low income housing for students. The district is exploring the idea and will be sending a letter of intent to purchase. The board is excited about the possibilities.

ACTION ITEM:

ACADEMIC SENATE REPORT

Brian shared the following update: Academic Senate presented the annual program review and thinks they will accept it. They are very interested in Penny Gabourie's presentation on "Don't cancel this class". In class, early semester communication to students is the goal and wants to know how to better get the information to the students.

ASSOCIATED STUDENTS REPORT

Preston shared the following update: They will be providing two judges for an upcoming event. They are currently looking at the Free Speech draft and will provide feedback. They use the AS stamp for approving posters to be put up on campus.

Robert Mounce shared that the group that went to general assembly had a fun time. There were not as many students there from Ontario. There are 15 open positions in AS. There will be a student trustee next year and a constitution change on the voting process. They are going to require a \$1 AS fee.

Spring Lunch was provided for the whole campus at Student Activities Center. The cafeteria has been closing earlier than what is posted on the door which is a concern for students. Dr. Schilling will look into this with Alex and address this with YBH. Another option would be to bring a food truck on campus to provide hot food for students. This would not be a conflict with the contract if YBH is not providing hot food until close.

CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA) REPORT

Temperance shared the following update: Regarding the Merit campaign. The majority of responses indicated that there was a need to provide more information regarding the campaign to classified members. The petition is going around getting classified staff to sign for a show of interest.

UNITED FACULTY REPORT

Vacant – No report

ADJUNCT FACULTY UNITED REPORT

Tonya Cobb shared the following update: Nomination forms for executive board are available. Next District meeting will be April 26. They are working on a student debt clinic, last semester the topic was on EDD. There is one more training that is upcoming on April 16.

DISTRICT MANAGERS ASSOCIATION REPORT

Katy was unable to attend. Treisa Cassens shared the following update: They are currently working on salary and benefit negotiations. Working on organizing information, outreach & training for new managers. Elections for positions will be opening soon.

OTHER

The meeting adjourned at 2:54pm