

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

**May 9, 2019
1:00 p.m. - 3:00 p.m., CCCPLX-419**

PRESENT: JoAnna Schilling (Pres), Phil Dykstra (DirInstRes&Plng), Carmen Dominguez (VPI), Paul de Dios (VPSS), Alex Porter (VPAS), Bryan Seiling (AcSen) Temperence Dowdle (CSEA), Marc Posner (DirCampCom), Craig Goralski (AcSen), Treisa Cassens (DMA),

ABSENT: Tonya Cobb (AdFac), Katy Realista (DMA), Robert Mounce (Assoc Stud), Presten Jiminez (Assoc Stud), Zola Aponte (CSEA)

VACANT: United Faculty

GUESTS: Flor Huerta, Michael Brydges

RECORDER: Christina Mix, Interim Executive Assistant III, President

REVIEW OF MINUTES

The committee approved the April 25, 2019 meeting minutes

COMMITTEE PRESENTATIONS

Michael Brydges presented on Professional Development.

The purpose of Professional Development committee is to plan and implement professional development activities for all college employees. It is the intent of the committee to work toward the goals in the college's Educational Master Plan, and promote and enhance our learning community in a collegial manner. They provide workshops, trainings and conference funding for faculty, staff and classified. They have also added some Banner trainings. They provide funding for online teaching, and some travel to conferences. They are working together with Fullerton on the growth mindset. Classified Appreciation Lunch is coming up on June 6.

PRESIDENT'S REPORT

Dr. Schilling provided the following updates:

The Scholars of Distinction Winners were chosen and will be recognized at commencement. The names are as follows:

1. Sagidah Karakra, Business Division
2. Jessica Button, Counseling Division
3. Claudia Espinoza, Career Technical Education Division

4. Nhi Nguyen, Fine Arts Division
5. Evelyn Hernandez, Health Science Division
6. Jane Woodward, kinesiology Division
7. Jene Bernard Viray, Language Arts Division
8. Selina V. Jaimes Davila, Science, Engineering & Math Division
9. Sandra Enriquez, Social Science Division

Dr. Schilling asked the committee if we need to meet one more time for this semester. The committee agreed that we would need to meet due to a PBC item that needs to be voted on. There is also one more presentation that will be made by Ashley Berry on Guardian Scholars.

Strategic planning for classified and manager positions: Dr. Schilling and Alex shared a slide with the proposed changes. The spreadsheet outlined position names and salaries. We are currently spending approximately \$824,484.00 on Temporary Project Manager Positions. The goal is to change them into permanent positions with benefits for an approximate total of \$505,375.20. With the changes made, it would be a cost savings of about \$319,108.80. There was also a discussion about planning for new classified positions. The estimated total of the proposed classified growth positions is \$585,405.20. The committee would like to discuss the possibility of additional classified positions that aren't on this list because there is a need now. Alex confirmed that the hope is that this will be brought annually for discussion instead of every three years. He is working on the process of right sizing the base budgets so that each division has sufficient operating funds to work with. These changes will take time but will be a more effective way to look at these needs. Bryan & Craig would like to discuss the concept with Academic Senate so they are aware that things will be happening.

Accreditation and PAC- There were tasks identified for the Accreditation committee and the question was asked if PAC should be the ones to be accomplishing these tasks because PAC is doing many of the tasks already and so that an additional committee doesn't need to be formed. Dr. Shilling asked for the committee's feedback and most agree that we don't need another committee and it makes sense for the PAC body going forward for next year. A new bullet point will be added to the agenda for Accreditation. The committee voted and approved.

VICE PRESIDENT'S REPORT

Carmen Dominguez Vice President, Instruction

Grade Challenge process was approved and has been sent to the catalog. She asked Bryan and Craig to review it.

Curriculum –The curriculum committee is reviewing new curriculum systems. Dr. Dominguez recommends waiting on the district to make their decision before we make their decision. The timeline is not currently defined and could take a year or longer. Craig & Bryan agreed that delaying our decision is a good idea.

Paul de Dios Vice President, Student Services

Introduction Interim Dean – Flor Huerta the new Dean of Student Services.

Maxient Student Discipline – Flor is going to take over where he left off. It will be a real time database of student discipline issues and is available district wide. They will be providing training throughout the summer and fall.

Alex Porter Vice President, Administrative Services

PBC Update: They are continuing to review the One-time Funding process.

INSTITUTIONAL RESEARCH AND PLANNING REPORT

Phil Dykstra provided the following update:

The Vision for Success goals will go to the Board of Trustees for a second reading and adoption on May 14. The Guided Pathways Self-Assessment will go to the Board of Trustees as an information item on May 14. Finally, the Student Equity Plan will go to the SEA committee for their review on May 16 and then to the Board of Trustees for first reading on June 11 and second reading on June 25. Due to the compressed timeframe on all projects, there has been a great deal of frustration, but we are moving forward as best we can.

ACADEMIC SENATE REPORT

Craig shared the following update: The Academic Senate award recipients were chosen and the winners are as follows:

1. Juan Garcia, Outstanding Full Time Faculty
2. Anne-Marie Beck, Outstanding Adjunct Faculty
3. Kathy Wada, Charger Award

The winners will be highlighted at the graduation ceremony.

They have discussed the Director positions and will decide if classified will be included in the committee. Discussing BP7100 at today's meeting. Asked for feedback on what support services the senate might like to see, they will be discussing more today. The Equity Faculty Coordinator position will be reviewed in today's meeting as well. President elect, secretary, treasurer. Nominations are being accepted for these positions. Faculty leadership will be discussed. There is a lack of participation from United Faculty on PAC and PBC. The bylaws state that Academic Senate keep the members diverse. They highly recommend a UF presence. Craig is concerned that the UF voice is not on this committee and it is doing a dis-service to UF and to PAC. Hiring committees are not very deep. Dr. Schilling agrees that UF needs to be represented at PAC.

ASSOCIATED STUDENTS REPORT

No representative present

CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA) REPORT

Temperance had no update

UNITED FACULTY REPORT

Vacant – No report

ADJUNCT FACULTY UNITED REPORT

Tonya Cobb was not present but shared the following update in writing. (We are sad to announce the passing of our local's past president, Sam Russo. Sam Russo was one of the core group of people who helped establish our local, Adjunct Faculty United. He was President of our local for 12 years, and served on the Negotiations Team for a number of years. He retired from the local in May 2015. Sam taught at Cypress College for 27 years. He will be greatly missed by all of us.

This quarter's newsletters will be in your (snail) mailboxes (any time after Friday at noon—when I can get them there). Be sure to pick it up before you leave for the summer. Our next executive board meeting is on May 17th in the Adfac Office located at 305 N. Harbor Blvd., Suite 313 in Fullerton.)

DISTRICT MANAGERS ASSOCIATION REPORT

Treisa Cassens provided the following update:
District Managers retreat will be June 5th.

ACTION ITEMS: None

OTHER

The meeting adjourned at 2:45 pm