

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

**May 14, 2020  
1:00 p.m. Zoom Meeting**

**PRESENT:** JoAnna Schilling (Pres), Eileen Haddad (DirInstRes&Plng), Alex Porter (VPAS), Craig Goralski (AcSen), Paul de Dios (VPSS), Temperence Dowdle (CSEA), Katy Realista (DMA), Zola Aponte (CSEA), Presten Jiminez (Assoc Stud); Marc Posner (DirCampCom), Christie Diep (UF), Joe Vasquez (CSEA)

**ABSENT:** Tonya Cobb (AdFac), Angela Haugh (CSEA), Jason Thibodeau (AcSen),

**GUESTS:** Howard Kummerman, Bryan Seiling, Bryan Gomber, Eldon Young, Aaron Pilkey, Samreen Manjra, Belinda Allen, Nicollete Garcia, David Dang

**RECORDER:** Christina Mix, Interim Executive Assistant III

**REVIEW OF MINUTES**

The committee approved the April 23, 2020 minutes

**COMMITTEE PRESENTATION**

Foundation scholarships update by Howard Kummerman - This is the second year that we have put all foundation scholarships online. Students use the Single Sign On and were able to go online and create one application. With that one application, it automatically applied them to all the scholarships for which they were qualified. Through that application process this year we had 609 applications that were submitted. A lot of students start the application and don't submit. So our ongoing goal is to have more students submit each year; 609 was 150 more than submitted applications last year. We gave away over 150 scholarships, last year in the amount of \$400,000. We have 37 faculty and staff on the review committee, who log into the portal and review the scholarships remotely. An example of some of the needs we are hearing from students are; they have their own families and they need food. We are calling the loans and grants, Emergency Assistance. The process is as follows: Faculty or Staff identifies a student in need and refers them to the financial aid. Financial Aid works with that student to complete the form. If student is qualified they complete the Emergency Assistance form, whether it be appropriate for them to get a loan or grant and then the student receives the grant. To be able to give out these scholarships they receive funds from Donors who are individuals, and a few companies also contribute. The foundation netted \$170,000 at Americana this year.

Program Review update by Bryan Seiling – Bryan shared the annual report that is the culmination of the work of the program review instructional program committee that has been doing a lot of work last couple of years to tie our program reviews closer to our budgeting processes. This is the first time we have sanctioned some areas for not completing their SLO's. This will encourage those to be working to improve their SLO's by their next cycle. They have incorporated the program review process with the one-time funding requests through PBC. Kristina & Eileen in IR have helped them revise the budget portion of the form. It was one of the accreditation requirements and is much more effective practice.

## **PRESIDENT REPORT**

Dr. JoAnna Schilling shared a document that will assist with planning for Summer and Fall instruction.

## **VPAS REPORT**

Alex Porter shared the 19/20 One-time funding ranking list that has been approved by PBC. (Info attached below) Alex invited some of PBC members to this meeting. He asked the committee to review and vote for approval. The committee approved.

Cares Funding update: First 50% will go towards Title IV students and many have already been accepted. Some of the 3.7 million will be allocated for the fall as well. There will also be AB19 funds available. The 2<sup>nd</sup> half of the funds will be allocated as needed due to the COVID-19 closure. They are currently putting together a plan for this money and how to allocate it. It can also be applied to financial aid. There is about \$470,000 funds that was given to Cypress to use for Students because we are a Minority Serving Institution. We will be engaging with the shared governance groups going into the fall for prioritization on these items.

JoAnna asked the committee if we could meet over the summer if needed to discuss and make decisions on important things that need to be made before fall. The committee agreed.

## **INSTITUTIONAL RESEARCH AND PLANNING REPORT**

Dr. Eileen Haddad shared an update on Accreditation:

Liana and Eileen met with the committee and discussed some of the things that need to be addressed. They discussed the midterm report to be submitted to the ACCJC to inform them of our progress midway through the accreditation cycle. It is due October 20/21 and Liana and Eileen will be doing a lot of work on this in the fall and will be sharing and will solicit campus feedback and approval before submission.

Mission, Vision & Core Values updated for PAC approval. (Info attached below) The committee has reviewed this before and has it been shared with various campus groups such as Senate and PBC and is ready for PAC approval. Committee voted and approved.

Strategic Plan: We are actually closing out the final year of our strategic plan and we've begun the process of our year three evaluation and this process involves the research and planning office gathering updates from various areas on campus

about the progress we've made on the goals and objectives which is ongoing. Over the summer the strategic plan work group will meet to review and rate the progress. This information will be compiled and you should expect to see a report with the updates and progress readings this fall which has not been done in the past. This directly addresses the concern that there hasn't been the opportunity for more broad input. The strategic plan is ending this year and we will be having further discussions on how to move forward with a new strategic plan. We're just waiting for the EFMP to finalize so that we can have it be informed by that.

## **VPSS REPORT**

Dr. Paul de Dios had to leave the meeting early due to interviews, so Marc Posner shared an update on commencement: We are proceeding with commencement in a virtual format. We have a total of 1700 graduates in which 600 have been on the website to upload their information for the ceremony. We have done some pre-recorded speeches and awardee videos. The Presidential Scholars of Distinction have been selected and awarded with \$1,000 each and they have been notified and videos have been recorded for commencement. The Academic Senate voted that the Outstanding Part Time Faculty award be awarded to all adjunct faculty. They also have voted that the Outstanding Full Time Faculty award be given to all full time faculty. This is the first time that this has ever happened and is very appropriate due to all the hard work faculty have been doing during this campus closure. We received some coverage about commencement today in the Los Angeles Times. It's currently on their online platform and will be in the Sunday Times Orange County edition. JoAnna requested that all faculty record a congratulatory message to the students that will be played at the end of the ceremony and will be a great way to end. Craig said he would send something out to faculty to remind them.

## **VPI REPORT**

No VPI at this time

## **ASSOCIATED STUDENTS REPORT**

Nicolette Garcia shared the following AS update: Nicolette Garcia was introduced as the new AS president and will be sworn in this Monday. They are currently in the process of restructuring ICC to open up 2 director positions. Preston has been working with the SSCCC and the equitable practice chair to establish a formally and currently incarcerated as well as a system impacted student caucus this caucus is on the next board of directors' agenda for approval.

## **CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA) REPORT**

Temperance Dowdle had to leave this meeting early due to interviews. She had nothing to report at this time.

## **UNITED FACULTY REPORT**

Christie Diep shared that the Chancellor Oakley released his update and we are watching regarding enrollment and budget. We will be getting students a hopes the state budget will be healthy enough. They are working on the Summer MOU and also the Fall MOU. They are also using the planning document that JoAnna shared for planning on their end.

JoAnna commented that our headcount is down a little bit, but units taken are higher. We are actually up 9% as of yesterday and Fullerton was up about 8.5% so we're actually trending even a little bit higher than Fullerton.

### **DISTRICT MANAGERS ASSOCIATION REPORT**

Katy Realista shared the following update: We had a meeting on May 7. They are still planning on meeting on salaries and benefits. They want to support Cornerstone as a Professional Development tool. But that is all for now, because there are concerns of confidentiality for those on the tenured track. All three unions are meeting with Chancellor staff about MOU's going forward. Since the managers don't have a union they want to make sure their voice is heard.

### **ACADEMIC SENATE REPORT**

Craig Goralski shared the following update: Jason resigned as President elect at their last meeting May 7. Craig was asked to serve another year in which he accepted. The new President elect will be voted on May 21. They will be meeting over the summer to take care of some decisions that need to be made. They endorsed the Distance Ed training plan with a slight update to the compensation wording. The Instructional Program Review came to the group for the 2<sup>nd</sup> time and was approved. The EFMP group will be presenting to the committee for the last time. Craig would like to remind everyone that if enrollment really is up for the summer and fall that there are established processes in place for when classes are added to a summer or fall schedule. Even though Covid-19 has us working on at a different pace and on different schedules, we need, we to stick with that possible if possible.

### **ADJUNCT FACULTY UNITED REPORT**

No report at this time. JoAnna said she will be reaching out to Lauren to see if we can get an AdFac representative for the next semester.

### **ACTION ITEMS:**

Vote for approval of 19/20 One-time funding ranking list – Approved  
Vote for approval to convene in summer in June and July – Approved  
Vote for approval of Mission, Vision & Core values update – Approved

### **OTHER:**

PAC will re-convene next semester on September 10.

The meeting adjourned at 2:45pm

**Planning and Budget Committee (PBC)**  
**2019/20 One-Time Funding Recommendations - Final Approved List**

Dean/Manager	Budget Unit	Request Title	Request amount
Eldon Young	English	5 Chromebook carts for classroom	\$56,038
Rebecca Gomez	Health Science	Dental Assisting Instructional Aides/Models and equipment "typodonts"	\$4,411
Rebecca Gomez	Health Science	Sonography Machine	\$179,676
Flor Huerta	DSS	Verbit Captioning Services	\$67,000
Flor Huerta	DSS	Safety Counter & Barrier in DSS Front Office	\$45,000
Treisa Cassens	Lib/LRC & DE	OER Online Educational Resources	\$150,000
SEM	SEM	Program Growth/Equipment update	\$67,265
Phil Fleming	M&O	Aerial work platform	\$14,367
Treisa Cassens	Lib/LRC & DE	AB 705	\$100,000
Kathleen Reiland	CTE	Collaborative Learning Environment	\$30,726
Phil Fleming	M&O	The Fluke S/E2 Kit	\$1,800
Rick Rams	Kinesiology	Kin 1- Scoreboards	\$125,000
Katy Realista	Fine Arts	Replacement upgrade dust collector in fine Arts Studio Classroom FA130	\$40,115
SEM	SEM	Technology and lab equipment	\$14,272
Phil Fleming	M&O	Toro Multi Pro 1750	\$44,027
Katy Realista	Fine Arts	Audio Sound equipment rig	\$24,890
Katy Realista	Fine Arts	Building 2 Furniture for music department classes	\$12,927
Kathleen Reiland	CTE	Auto Vehicle scan tools	\$3,362
Kathleen Reiland	CTE	Emerging Automotive Technology	\$41,300
<b>Totals</b>			<b>\$ 1,022,176</b>

# Updated Mission, Vision, and Core Values

## Spring 2020

### Background

The Mission, Vision, and Core Values are periodically reviewed and updated as a part of our accreditation process. The review process began in September 2019 with a student and employee survey to obtain feedback, and was followed by a campus-wide open forum to share and discuss the feedback. In December 2019, a work group was formed to implement the feedback by refining the wording, and this task was completed in February 2020. These statements have been shared through campus governance groups including Academic Senate, Management Team, PBC, and PAC and are the final product of this collaborative process.

### Mission Statement

Cypress College transforms lives through lifelong learning with educational opportunities including transfer to four-year institutions, associate degrees, certificates, and a baccalaureate degree. We are dedicated to forging academic and career pathways to support the achievement of our students, enhancing their economic mobility, fostering equity, and enriching society.

### Vision Statement

We strive to be a premier, innovative, and equitable learning community recognized for supporting students and enriching society.

### Core Values

#### Equity

- Eliminating barriers to educational success and career goals by ensuring fairness and access to resources and support.

#### Excellence

- Pursuing the highest quality in learning and teaching, supporting students, enhancing the college environment, and implementing sustainable practices.

#### Integrity

- Upholding an ethical standard of honesty, accountability, and trust.

#### Collegiality

- Promoting teamwork, collaboration, communication, courtesy, and respect both on campus and with the surrounding community.

#### Inclusiveness

- Fostering a community that embraces diversity, individuality, accessibility, a supportive climate, and encourages a variety of perspectives and opinions.

