

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

**September 10, 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), Lisa Gaetje (DMA), Nicolette Garcia (Assoc Stud) Christie Diep (UF), Joe Vasquez (CSEA), Damon de la Cruz (AcSen), Tonya Cobb (AdFac), Angela Haugh (CSEA)

ABSENT: Zola Aponte (CSEA), Marc Posner (DirCampCom),

GUESTS: Rick Rams, Ester Plavdjian, Jenelle Herman, David Booze

RECORDER: Christina Mix, Interim Executive Assistant III

REVIEW OF MINUTES

The committee Approved the May 14, 2020 minutes

COMMITTEE PRESENTATION

Food Bank Update: Dr. Rick Rams shared a three-minute video showing disbursement of food bank items to students. They had a great turnout and they received a great response from students on this. There were very emotional testimonies from students who have been struggling to feeding their own children and appreciate Cypress addressing their needs. Rick will work with Marc Posner to address a way that a list of specific needs can be distributed and items can be donated safely to campus in addition to online giving.

PRESIDENT REPORT

Dr. JoAnna Schilling shared that the district is considering purchasing College Scheduler Software. There are two demos scheduled on September 15 at 1pm and 4pm and she is asking that everyone at PAC attend one of the demos to provide feedback at our next meeting. This could be a good tool for our campus. Another software they are looking at is, Starfish. Paul and David are working on setting up demos for this software also. More info to come. Craig noted that Silvie Grote is looking into this and asked senate execs to attend the current demos to provide feedback to Senate. Lisa commented that they will not be renewing the CIVITAS contract so this could be a good option going forward. Christie Diep requested that the union be included in the discussions on these analytics.

AP 5041 – Jenelle & David participated in a preferred names work group. This AP 5041 draft still needs a lot of changes due to some harmful language in the document. They are trying to make sure that LGBT people are helping to formulate the language. Jenelle is still meeting with GLADE members about how to proceed. In canvas, we are currently using a preferred name option. Currently there is not a gender option. Jenelle wanted to make sure we are asking the right questions; Are we using gender or sex to promote data? There is still a long way to go on this discussion. Angela Haugh confirmed that the data is collected, but is not being used for anything at this point. Angela will send Jenelle the options that MIS has right now. Christie asked if this is optional data or required. Angela confirmed that it is optional at this time. Eileen confirmed that IR can pull information by responses. Jenelle wants to be sure that all three categories need to be clarified because each are specifically different. JoAnna suggested that this be sent out for comments to get a more comfortable AP. JoAnna will ask Alba from the district to set up Teams for all campuses to be provide feedback and changes. Craig suggested that all feedback from our campus go through Jenelle since she is the most knowledgeable on this topic. Once this document has been updated it should come back to the constituent groups for approval. Affirmed name may be a good option that could be accepted. Craig commented that this document can be fluid and be changed as needed. JoAnna and Craig asked GLADE to take the lead on the changes needed on this document. The next steps should be; Joint revisions from each campus, then campus PACS, then DCC, then to the board as an information item only. Jenelle helped the committee understand the difference between Gender and Sex. Sex is what is put on your legal documents such as your driver's license and is assigned at birth in most cases. Gender is your identity. What your brain tells you that you are which may or may not follow with your sex.

David included info in the chat: CCC Apply options for Gender: Female, male, non-binary, decline to state. Options for Transgender Response: Yes, No, Decline to state. We do not currently collect pronouns via CCC Apply. Angela Haugh included info in the chat: MIS collects the following: Gender only - F - Female, M - Male, B - Non Binary and X Unknown/Non-respondent.

Smoke Free Campus – Nicolette shared that AS had a recorded event yesterday with Ester, Josh and Grace from Waymakers along with Marla McBride. They had an Ebola survivor who was a part of the presentation. They will be sending out the presentation for everyone to view. Smokers are at a higher risk of contracting covid-19. They want to implement a smoke free campus. Ester shared that AS adopted a resolution for a smoke free campus at Cypress. They are doing a student survey to find out how many students will support this. Dr. Schilling asked if this could be shared at Senate. The most difficult thing to do is to enforce this, even though we have signs on campus. They realize that this is a difficult process to implement. Nicolette will be working with Fullerton College to collaborate. They want to be on the same page with Fullerton for the whole process.

VPAS REPORT

Alex Porter shared a budget update. We closed out 19/20 fiscal year and going into 20/21 we are in a stable situation. We were not reduced from the previous year. The budget development has been completed and was sent to district for

board approval. The faculty contract hasn't been settled yet and they need to plan for that with our new allocation model. We have 10 million dollars' carryover from 19/20. This is generally a reserve for specific programs going forward for this fiscal year. Christie Diep said they are concerned that people don't understand that with the new model coming out, they are negotiating with district, not the campus. She wanted to clarify that. Construction update: The VRC is 90% complete on the new structure. The HVAC is being tested, furniture was ordered, carpentry work in entry is complete. We are very excited and will sharing opening dates soon. The courtyard area is coming along, we are testing the pond areas, installing pavers as a fund raising opportunity and more info will come out on that. The SEM roof was installed, HVAC systems mostly installed, and on the planetarium they finished the coating. Scheduled completion October 2021. Jenelle asked about all gender restrooms in the new buildings. Alex confirmed, yes!

Fine arts received 1.6 million of state money for renovations. They are working on getting the architect on board within the next 30 days. Takes about 12-18 months for planning. SEM will become the new home for Fine Arts when renovations begin.

IPT – Initial project proposal was submitted for Tech Ed 1 and Tech Ed 3. Full renovation with bridging space to connect the buildings.

INSTITUTIONAL RESEARCH AND PLANNING REPORT

Dr. Eileen Haddad shared a few topics that she will bring to PAC this semester. One of them is the Strategic Plan Year 3 Evaluation report. Will bring to PAC for feedback and approval. The ACCJC set standards will be set for the upcoming year, this will also be brought to PAC for approval. And finally, Accreditation med-term report. IR usually brings these items to PBC and PAC for review and approval.

VPSS REPORT

Dr. Paul de Dios provided an update on Title IX. It is a 2000-page document. Changes have to be made. There is a team at each campus. There will be live hearings and investigations. They have to have a decision maker that is not the Title IX officer. They also have to have an advisor. Paul is handling anything to do with student vs. student issues. Paul shared the web page for reporting. They are going to roll out the option for students being able to report an issue. If you look at the website, they are trying to make it more appealing and making it easier to report an incident.

VPI REPORT

No VPI at this time

ASSOCIATED STUDENTS REPORT

Nicolette Garcia shared the following AS update: They recently had Graduation packet distribution. She was very happy to assemble packets and distribute. There are two more dates the next two Friday's and they will be distributing more. Food distribution is ongoing. The AS Executive board have profiles posted and have compiled several recourses for students. They are moving forward with text book assistance, but they missed the window for this semester but are looking at this for

spring. Covid baskets are also being sent out to students. Club packets with zoom set ups are being planned. Equity alliance progress is still being made this year.

CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA) REPORT

Temperance Dowdle shared that the MOU was extended to February 2021. The 10% stipend changed to 3 days a week on campus to receive the stipend.

UNITED FACULTY REPORT

Christie Diep shared that UF is still in fact finding and there is an October 8-9 hearing scheduled. She believes that district still has a lot of money and they believe their proposals are reasonable and hopefully they will hear something on that soon. Racial justice and equity committee was created. Fola Odeunmi was appointed as liaison from Black Faculty to assist with negotiations. JoAnna asked if Christie is involved with student evaluations. Christie confirmed that she has not been kept in the loop on that and it is very important for UF to be included.

DISTRICT MANAGERS ASSOCIATION REPORT

Lisa Gaetje shared the following update:
Lisa is now the new DMA rep for PAC. No other update at this time.

ACADEMIC SENATE

Craig Goralski shared the following update: Senate met twice over summer, topics included: Covid-19 response and black lives matter movement. Covid-19 ad hoc committee was formed to provide feedback to district. He wants to thank the faculty that were involved. Senate met on 8/27 and they went over Senate 101 (10+1) and decorum. Deidre updated the group on Title V grant work for the fall semester, Fola Odeunmi and Donny Jackson presented the BLM recommendations.

ADJUNCT FACULTY UNITED REPORT

Tonya Cobb would like the committee to know about the Know your rights webinar series on 9/17 by Arturo Ocampo. The new adjunct orientation is being scheduled. They are trying to make sure that the Black lives matter task force group has a seat at all the constituency tables including PAC. AdFac want to be included in discussions on software, etc. Their next meeting is on 9/19. Craig thanked Tonya for her hard work to get AdFac representative at senate also.

ACTION ITEMS:

None

OTHER: Outdoor Student Study Spaces

We will be opening the student study spaces beginning on Wednesday, September 16th. Students will need to reserve a space on the app and take the self-wellness check on the app before heading to campus. Their temperature will be taken before assigning a seat. The tables are set up with social distance in mind and with dividers. We have a few classified staff who will be helping staff this area in addition to some hourly employees using CARES funding.

The meeting adjourned at 2:50 pm