

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

**April 22, 2021
1:00 p.m. Zoom Meeting**

PRESENT: JoAnna Schilling (Pres), Eileen Haddad (DirInstRes&Plng), Alex Porter (VPAS), Craig Goralski (AcSen), Damon de la Cruz (AcSen), Paul de Dios (VPSS), Zola Aponte (CSEA), Temperence Dowdle (CSEA), Lisa Gaetje (DMA), Marc Posner (DirCampCom), Lee Douglas (VPI), Angela Haugh (CSEA), Nicolette Garcia (Assoc Stud), Christie Diep (UF)

ABSENT: Joe Vasquez (CSEA), Layal Lebdeh (AdFac)

GUESTS: Howard Kummerman – Foundation Update

RECORDER: Kristi Valdez, Executive Assistant III

REVIEW OF MINUTES

The committee approved the April 08, 2021 minutes with no corrections made.

COMMITTEE PRESENTATION

Howard Kummerman presented a Foundation overview including governance and organizational structure, membership, mission and the scholarships and emergency assistance they provide. Foundation fundraising events and campaigns including Americana, the 35th Annual golf classic, the Veterans Resource Center, Legacy Society, Pull for Cypress, the President's Circle and many more were highlighted. The Foundation is very involved in community relations including participating in City Council meetings, Chamber of Commerce meetings and other community organizational events and activities. The foundation sends promotional emails and newsletters to over 7,000 people. The Foundation relies on donors and volunteers from all walks of life including community members, government entities, alumni, retirees, and faculty and staff.

PRESIDENT UPDATE

PAC was given an update on the Environmental Sustainability AP which is going to be taken to the next DCC meeting to review. After DCC approval, it goes to the board for approval. More input on this AP is needed prior to having a first reading. Normally a statement of purpose is not included, however since we are using language from the Association for the Advancement of Sustainability and Higher Education (AASHE) and also the Sustainability Tracking Advancement and Rating System (STARS) it was deemed important to include because these are high bars to meet. District and Campus facilities are looking closely at the operations category to make sure we can

maintain these standards. Discussion needs to be had to make sure that we are able to fulfill our obligation to our students, but also be thoughtful in our sustainability values. NOCE, Fullerton College and Cypress College will be reviewing this AP, introducing it to our institutions, and providing an opportunity for feedback. Feedback can be sent directly to JoAnna. The feedback will be compiled before bringing it back for a first reading in early fall with the hope that it would be approved by the end of fall.

Craig Goralski suggested a sustainability audit so faculty could look for opportunities to weave sustainability and environmental concerns into their classes. He suggested professional development for the curriculum committee so that they can get up to speed. Craig was asked to share this AP with Senate and make sure that faculty are comfortable with the language. Jane Jepsen was suggested as a good resource to discuss the practical application of some of the things included in the AP. Jane is on the sustainability committee, has helped develop the AP, and has a degree that is focused on sustainability. Alex was asked to look at the language in the AP to make sure that these are not standards that can't be met or are not sustainable.

Nicolette Garcia had been named our outstanding graduate of the year. JoAnna offered congratulations to Nicolette and said she is very worthy of this award.

VPSS UPDATE

Our annual Commit2Cypress event is scheduled for next Thursday, April 29, from 4:45 to 7 p.m. It is a good opportunity to share all that Cypress College has to offer and hopefully students will consider us as their college of choice. At Commit2Cypress they will also be spotlighting a signing ceremony for an agreement between Cal State Fullerton and the Cypress College accounting department that Henry Hua facilitated.

VPAS UPDATE

Alex provided a budget update. Budget review meetings are being held now through the end of next month with each of the academic divisions and administrative departments to plan for the end of the fiscal year. Planning and development efforts for the 2122 budget cycle continue. Divisions and administrative departments have been issued a budget sheet to fill out with their budget projections for next fiscal year. Appointments are available for those needing one on one assistance to help develop their budget for next year. A flat budget for 2122 is expected.

Plans for HEERF funding will be brought back to both PBC and to PAC for a lengthy discussion on the money available, when it has to be spent, restrictions on what it can be spent on, and our plans for spending. It goes before PBC next week for feedback and will be brought back to the next PAC meeting on May 13, 2021.

VPI UPDATE

The academic operations workgroups have met twice. The first meeting looked at all the courses that were proposed to be brought back for face to face instruction, which is roughly about 20% of our classes. The second meeting covered the logistics of getting back on campus and having a safe plan to do so. It was agreed that a training video is critical so that everybody has a clear understanding of what is expected once we come back face to face. Deans and their faculty have submitted detailed safe

return to campus plans for their areas. JoAnna said after speaking with other college CEOs, Cypress is on par for what other colleges are doing.

The second annual Black Students Success Week is next week and the entire campus is encouraged to get involved. One of the topics that will be covered is the importance of equity. Final details are still being worked out to have a representative from the chancellor's office come to talk to our students about Historically Black Colleges and Universities and the opportunities that are available to them at those institutions. More information will be forthcoming.

INSTITUTIONAL RESEARCH & PLANNING UPDATE

ISLO/PSLO proposed revisions were discussed. Issues identified included that they were not consistently presented across documents, particularly the College Catalog and did not include equity. To address the inconsistency, they have been formatted as a narrative to help with clarity. A proposed change to include equity and address issues of diversity, equity and inclusion and societal policies and personal relations and advocate for anti-racism practices to promote social justice will be a new category that courses will be able to map to moving forward. These changes have been approved by Senate and by the Accreditation Steering Committee, and have been reviewed at PBC as well. **VOTE:** A vote to approve these revisions was held and passed with no additional changes made.

The Accreditation midterm report will be coming back to PAC for final approval at the next meeting on May 13, 2021. Everyone is encouraged to review the report and provide feedback. The midterm report was emailed, but is also posted on the Cypress College accreditation webpage with a link to provide feedback. Feedback can also be emailed to Eileen or Liana directly.

The Strategic Planning retreat will be held tomorrow starting at 9 a.m. Everyone is encouraged to attend and participate in a really good conversation about our goals and priorities moving forward, especially with our equity framework and lens that we are planning to include. Allison Robertson will be presenting on the equity work that has been done. Joanna thanked Eileen and Kristina Oganessian for the tremendous job in putting together this well-planned retreat.

The results of the Fall 2021 Student Course Preferences survey were reviewed. Over 2,200 students responded to the survey and the data collection is still ongoing. Some of the highlights included that almost half of our students indicated that they would prefer to remain fully online and only 13% indicated that they would be comfortable attending classes fully on campus. In terms of their preferred instruction method for online courses, most students preferred a hybrid model in which there would be some live sessions in addition to some self-paced content. In regards to getting the COVID vaccine, 57% of students said they plan to get vaccinated, 19% said they did not plan to receive the vaccine and the rest were still unsure. About 20% of students said they would like to access some services on campus including the library, counselors and tutoring. Full results of this student survey will be shared with the entire campus next week.

ASSOCIATED STUDENTS REPORT

A.S. Council and Board of Trustees have now approved their statement of solidarity. The Anti-Racism Town Hall for students will be held on Wednesday, April 28, from 11:30 a.m. to 1:30 p.m. Arthur Ocampo shared the anti-racism posters for the district campaign with A.S. for feedback. The Armenian genocide day of remembrance resolution has been approved by A.S. and has gone through a first and second reading with the board and is set to be an agenda item for the next board meeting. Food distribution has been consistent with an average of 100 students served each week.

ADJUNCT FACULTY UNITED REPORT

There was no Adjunct Faculty Report.

DMA (DISTRICT MANAGERS ASSOCIATION) REPORT

There was no DMA report.

ACADEMIC SENATE REPORT

At the last academic senate meeting Craig and David Booze covered the EW and pass/no pass policy updates. Peter Molnar went over Title V grant. They also discussed some of the plenary resolutions that happened at the ASCCC spring plenary. Nicolette also went over the current status of the smoke free campus initiative.

UNITED FACULTY REPORT

There was no UF report.

CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA) REPORT

At yesterday's CSEA meeting President Vasquez recognized and thanked Christie Diep for writing a letter in support of classified staff during their negotiations that was read at the last Board of Trustees meeting. They also discussed the CSEA conference that will be held on July 25 -29 and are taking nominations for the four spaces available.

Meeting adjourned at 2:16 p.m.