

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

**February 04, 2016
3-5:00 p.m., CCCPLX-419**

PRESENT: Bob Simpson (Pres), Santanu Bandyopadhyay (EVP), Karen Cant (VP), Phil Dykstra (DirInstRes&Plng), Jolena Grande (AcSen), Bryan Seiling (AcSen), Angelyn Garcia (Assoc Students), Rod Lusch (CSEA), Donna Landis (CSEA), Tina Johannsen (UF), Darlene Fishman (DMA)

ABSENT: Rae Gelvin (Assoc Students), Vacant Seat (ADFAC)

GUESTS: -

RECORDER: Ty Volcy

REVIEW OF MINUTES

The minutes of the December 03, 2015 meeting were approved as submitted.

PRESIDENT'S REPORT

Dr. Simpson provided the following updates:

College

- The College is looking great and there is an abundance of positive energy now that students are on campus.

DCC

- Brian Fahnestock, Interim Vice Chancellor of Finance and Facilities, provided a state budget update for 2016/17. The Legislative Analyses from the California Department of Finance miscalculated the COLA for 2016/17. COLA will now be .47% instead of the proposed 1.99%. The Governor is looking for better ways to provide a COLA that reflects the vibrant state economy.
- The Instructional Technology Standards for Classroom Media Systems was discussed and approved.
- Social Media Guidelines were presented, reviewed, and approved.
- The Network Refresh Project, which will be on the February 9 Board Agenda was discussed. A White Paper from District IT initiated the discussion. This item was also discussed by the District Agenda Committee and Chancellor's Staff. Groups have agreed that a consultant should be hired to review technology needs of the District. The agenda items states \$12 million will be moved from the District's Unrestricted Funds to the Capital Outlay Fund for this project. The total cost of the Network Refresh Project is projected to be over \$24 Million.

Board Meeting

- New officers were elected at the December 8, 2015 Board Meeting. Dr. Barbara Dunsheath was elected Board President, Molly McClanahan is Vice President, and

Jacqueline Rodarte is Secretary. The Board also approved the College's recommendation to build new SEM building.

- The SCE Annual Report was presented at the January 26 Board Meeting. The College's Thermal Energy Storage Project was also approved. The College student health fee increase was approved effective summer 2016. The fee will now be \$19 during fall and spring semesters, \$16 during the summer.
- NOCCCD was chosen as the recipient of the Baccalaureate Degree Pilot Program Implementation Support Grant. The District will now be the fiscal agent for the state for all 15 colleges involved in the baccalaureate pilot program. Joyce Carrigan, Cypress College Dean of Fine Arts, was selected to oversee this program. Dr. Carrigan started her new position on February 1 and will be working out of the District office. The College is currently in the process of interviewing candidates as an Interim Dean of Fine Arts will be needed for the next 18 months.
- Peggy Austin, Librarian and Co-Professional Development Coordinator, will be retiring at the end of this semester.

EXECUTIVE VICE PRESIDENT'S REPORT

Dr. Bandyopadhyay's provided the following updates:

Enrollment / FTES

- The College currently has 4,999 FTES for spring 2016. We hope to have another 250 FTES in positive attendance. If we can get 5,310 FTES the College will hit it's FTES target. Dr. Bandyopadhyay is asking faculty to do everything they can to keep students in class.
- 213 sections were added and the College gained 2.6 FTES per section. This is an indication that we are reaching the top of our production capacity. Dr. Bandyopadhyay believes that we will switch from a significant growth mindset to a sustainability mindset in terms of FTES.
- Dr. Bandyopadhyay is planning to have a combined deans meeting between Fullerton College and Cypress College to ensure we have more collaboration between the colleges when planning in the future.

Student Pathways

- Research has shown that students do better when they are provided pathways. The College does not have pathways set for general education students but is looking to create different pathways based on the meta-major that a student believes he or she would be interested in. Dr. Bandyopadhyay is seeking significant involvement from the research team and faculty members in various disciplines. The College is also planning to analyze the degrees students are receiving and additional courses that could assist students with obtaining multiple degrees.

VICE PRESIDENT'S REPORT

Karen provided the following updates:

Planning and Budget

- According to the Governor's proposed budget for 2016/17 there is a significant amount of one-time funds available. Some of these funds are set aside for scheduled maintenance while some of it is discretionary. Karen stated that she plans send out an email with details on what we know at this time.

Facilities Update

- Weekly project meetings are being held to discuss budgets, schedules, and contracts to prepare the College for the Measure J construction. A committee has been formed to select an architect for the SEM building. The District has set aside \$4 million for the

College to use to initiate construction projects. New active shooter signs have been placed on campus to provide awareness on what to do in the case of an active shooter situation. A security assessment was conducted on Monday, February 1, 2016 and the College will receive a report outlining security concerns.

INSTITUTIONAL RESEARCH AND PLANNING REPORT

Phil provided the following updates:

- He and Liana Koeppel presented the College's accreditation information at last week's Board Meeting.
- This semester the different groups are working to answer all of the accreditation questions for the self study and provide supporting evidence. The first draft will be done this semester allowing the co-chairs, Liana, and Phil to revise as needed and identify areas where the College is not up to standard.
- The College will create a combined Educational and Student Services Master Plan which should be finalized next semester. The Educational Master Plan templates will be emailed to all departments. The new Educational Master Plan will be for the next 10 years.

ACADEMIC SENATE REPORT

Jolena provided the following updates:

- Academic Senate will meet on Thursday, February 11. They are currently working on the agenda and will discuss the Professional Development Coordinator selection process.
- The Academic Senate for California Community Colleges (ASCCC) had the CTE Curriculum Academy in January. Attendees learned great information about getting CTE curriculum through the process and making the curriculum process more efficient especially in regards to industry requests. They also discussed the \$200 million of ongoing funds in the Governor's budget earmarked to increase CTE offerings. Jolena mentioned the unavailability of pre-requisites as a reason the CTE Division is seeing a decrease in enrollment. She was advised that the College may want to consider earmarking classes or seats specifically for those who have declared a CTE major.
- Jolena attended the Instructional Design and Innovation Meeting which was held by the ASCCC. Norco College presented on how to implement pathways and the process their college went through to create their pathways.

ASSOCIATED STUDENTS REPORT

Angel provided the following updates:

- The AS Welcome Back event will be on February 10 & 11 by the pond. This is a free event with free food and drinks.
- Club Rush will be on February 17 & 18 by the pond. This is an opportunity for College clubs to be highlighted. Food and Drinks will be provided for students with an AS sticker.
- AS meetings are held every Monday from 11:30am – 1:00pm. All are welcome to attend.
- Angel is working with the Campus Communications Office to answer messages received via the College Facebook, Twitter, and email address. There is also an "Ask Angel" feature where students are encouraged to ask Angel questions via social media on Tuesdays from 2-3pm.

CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA) REPORT

Rod provided the following updates:

- CSEA and District presented proposals that sunshined at the January 25 Board Meeting and will be accepted at the February 9 Board Meeting.
- Rod has accepted an appointment to the CSEA California Community College Committee.

UNITED FACULTY REPORT

Tina provided the following updates:

- The UF proposals sunshined and their first negotiations meeting with District is Monday.
- The first UF meeting will be on Wednesday, February 10.
- UF and Academic Senate co-sponsored a joint meeting on January 29. They discussed unintentional bias and a presentation was given on how it is helpful to be aware of biases when hiring. There was also a roundtable discussion on equivalency in CTE areas and the challenges of finding faculty and guest lectures for CTE. They also discussed biases when hiring and had a presentation on the FON and other fun fiscal facts.
- There is a Student California Teachers Association (Student CTA) located at Fullerton College. Dana Clahane, United Faculty Vice President will be the sponsor for this.
- The Community College Association (CCA) conference is February 19 – 21.
- UF will hold elections as there are two members interested in being on the National Educators Association.

ADJUNCT FACULTY UNITED REPORT

No Report.

DISTRICT MANAGERS ASSOCIATION REPORT

Darlene stated that there are no updates at this time as DMA will meet next week.

OTHER

- Dr. Simpson reminded everyone that the Chancellor's Forums will be on February 11 at Cypress College and Fullerton College. There are currently 5 finalists. The finalists will be interviewed by Chancellor's Staff on Wednesday and the Board of Trustees on Friday. The Cypress College Forum will be held in CCCPLX-414 and will also be steamed live for those unable to attend. The Trustees would appreciate comments from those who attend the Forums. Comments should be submitted before 8pm on February 11.
- Dr. Simpson will be out of the office next week for the 2016 National Legislative Summit hosted by the Association of Community College Trustees (ACCT) in Washington, D.C.
- Preliminary information about Special Election will be provided by Orange County Registrar of Voters at <http://www.ocvote.com/fileadmin/live/nocccd2016/results.htm>.

The meeting was adjourned at 4:45pm. The next PAC meeting will be on February 18, 2016.