

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

**February 15, 2018  
3:00 p.m. - 5:00 p.m., CCCPLX-419**

**PRESENT:** JoAnna Schilling (Pres), Santanu Bandyopadhyay (EVP), Emily Day (VP), Phil Dykstra (DirInstRes&Plng), Bryan Seiling (AcSen), Craig Goralski (AcSen), Gricelda Weed for Maria Isabel Alvarez (Assoc Students), Rod Lusch (CSEA), Temperence Dowdle (CSEA), Darlene Fishman (DMA), Tina Johannsen (UF), Tonya Cobb (ADFAC)

**ABSENT:** Marc Posner (DirCampCom), Robert Mounce (Assoc Students)

**GUESTS:** -

**RECORDER:** Ty Volcy

**REVIEW OF MINUTES**

The minutes of the February 01, 2018 meeting were approved as submitted.

**PRESIDENT'S REPORT**

Dr. Schilling provided the following updates:

Guided Pathways

- On February 12, representatives attended the IEPI Workshop on Guided Pathways. The attendees also included students who shared their perspective enrolling and navigating the educational system at Cypress College.
- Two students have agreed to join the guided pathways taskforce.
- The College is in the process of completing the first year of the multi-year plan for guided pathways.
- An Open Forum on Guided Pathways will be held in April that will include a student panel.
- The meta-major work group will continue defining the meta-majors for the College and identifying the support systems that will need to be embedded in each meta-major.

Planning workshop

- District's Integrated Planning Workshop will be on Friday, March 16.

Leadership Team Proposal

- The spring Leadership Team meeting will be used to continue discussing guided pathways.

Americana Awards

- The Americana Awards grossed \$366,000 and there were over 500 attendees.

## **EXECUTIVE VICE PRESIDENT'S REPORT**

Dr. Bandyopadhyay provided the following updates:

### Enrollment and FTES

- The College is currently at 5,039 FTES. If the trajectory continues as planned, the College will likely be exceed the 2017/2018 target by 100 FTES.

## **VICE PRESIDENT'S REPORT**

Ms. Day provided the following updates:

### Planning & Budget Committee

- The following information items were discussed during PBC:
  - The logistics of PBC and PAC. There was a suggestion to stager the two meetings to be on opposite weeks. The group will continue this discussion at their next meeting.
  - Budget update.
  - Resource allocation model.
  - Next steps for the College budget.
  - New trailer bill language.
  - Approving the composition of the DE Committee.
  - Informational item on the fitness lab and if bikes should be purchased or leased.

## **INSTITUTIONAL RESEARCH AND PLANNING REPORT**

Phil provided the following updates:

### Enrollment

- The College is a little ahead in student headcount and slightly down in seats taken as compared to last spring.
- The fill rate is at 85%.

### Accreditation

- The Accreditation Steering Committee will meet on February 21 at 3pm.
- The Accreditation Compliance and Recommendations Committee will meet on February 21 at 4pm.
- Received an email from ACCJC regarding the annual report, which is due April 2.

## **ACADEMIC SENATE REPORT**

Bryan provided the following updates:

- Senate approved the 60% reassigned time for Program Review Chair to be split evenly among three faculty.
- They are still working on the job descriptions for the SLO Chair and Program Review Chair.
- Academic Senate continues to discuss the possibility of offering a winter intersession. They are also gathering the opinions of faculty members.
- Had a presentation from CHAT which is the Charger Assessment Team.
- There is a need for a new Curriculum Chair as the current Chair is retiring. There was a conversation during PAC on if a faculty member who has not reached tenure can be the Curriculum Chair. Unless written in the guidelines for the position, there should be no issue with a faculty being the Chair while going through tenure as long as they are qualified and capable to hold the position.
- The Fullerton College and Cypress College Academic Senates met regarding winter intersession to ensure that the mechanisms used to determine what CC and FC faculty

want are similar. Their goal before the semester ends is to know how faculty feel about offering a winter intersession.

### **ASSOCIATED STUDENTS REPORT**

Gricelda provided the following updates:

- The potential graduation speaker has been contacted and AS is waiting to hear if the speaker is available and interested.
- Club Rush is on February 20 and 21.
- A website has been created for students clubs and ICC. This website will allow clubs to track their points easily.
- All of the Executive Board positions have been filled.
- AS handed out valentine cards on Valentine's Day.

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

Rod provided the following updates:

- The CSEA Chapter Officer Installation Luncheon was on January 27.
- Rod will retire in August and plans to have a phase in process for the incoming CSEA president.

### **UNITED FACULTY REPORT**

Tina provided the following updates:

- A representative has been selected to attend PAC after Tina's retirement.
- UF representatives attended the CCA Conference on February 9 - 11.
- UF discussed winter intersession.
- The Rep Council meeting is on the February 28.

### **ADJUNCT FACULTY UNITED REPORT**

Tonya provided the following updates:

- Chief Negotiator and COPE Chair are two positions that are currently open for AdFac.
- AdFac has an upcoming meeting with HR to discuss AB 119 regarding employee orientation.
- The back to school event will be held tomorrow.
- Tonya is the official AdFac representative for PAC.
- The next Black History Month event will on February 22 and is a showing of the film "Whose Streets".

### **DISTRICT MANAGERS ASSOCIATION REPORT**

Darlene provided the following updates:

- The executive meeting is on Thursday, February 22.
- Professional Development is considering throwing an event for managers who are retiring.

*The meeting adjourned at 4:27 p.m. The next PAC meeting will be on March 01, 2018.*