

CYPRESS COLLEGE
PRESIDENT'S ADVISORY CABINET
Approved Minutes

March 20, 2014
3-5:00 p.m., PRESIDENT'S CONFERENCE ROOM

PRESENT: Santanu Bandyopadhyay (EVP), Karen Cant (VP), Phil Dykstra, Arnette Edwards (CSEA), Jolena Grande (AcSen), Jasmine Lee (Assoc Students), Rod Lusch (CSEA), Bob Simpson (Pres), Gary Zager (AcSen), Jocelyn Zaragoza (Assoc Students)

ABSENT: Darlene Fishman (DMA), Sam Russo (ADFAC), Randa Wahbe (UF)

RECORDER: Pat Humpres

REVIEW OF MINUTES

The minutes of the March 6, 2014 meeting were approved as submitted.

PRESIDENT'S REPORT

Bob Simpson gave the following report:

Process for Swapping Space - It appears that the State and District are more likely to pursue capital projects bonds in November, and decisions about space utilization on campus need to align with state regulations so as not to negatively impact the potential for future campus building projects. Any requests to swap space should be communicated to the Vice President for Administrative Services, Karen Cant. She will follow-up with a feasibility investigation to determine whether or not the swap would be compliant with state regulations for capital outlay funding. Regarding the current request to swap space on the first floor of the Fine Arts building, a meeting will be scheduled with Fine Arts staff to determine the feasibility and costs.

Bond Investigation Update - The District is in the process of assessing the level of community support. Information is being gathered through District wide surveys and meetings with local community groups. District reps who have spoken to local community groups have reported supportive feedback, which will be helpful in developing effective marketing strategies.

Retiree Privileges - Follow-up - A draft of a revised Personnel Check Out Procedures Form was distributed. The form is used for employees who are separating from the College through resignation, termination or retirement to return keys, equipment, etc. The revised form now includes check boxes for retirees to indicate whether they would like to receive a library card, parking permit, and campus email after they retire. If retirees wish to continue these privileges they simply check the appropriate box as they proceed through their "check out" process, i.e., returning their keys, equipment, etc. to the appropriate offices. The form instructs retirees to see the CC Foundation Office for information about these retiree privileges.

EXECUTIVE VICE PRESIDENT'S REPORT

Santanu Bandyopadhyay provided the following updates:

CIO/CSSO Conference - The joint conference of chief instruction officers and chief student services officers took place March 12-14, 2014 in San Francisco. The conference included sessions on Enrollment Management, Implementation of the Student Success Act, and ways in which Instruction and Student Services can jointly tackle Student Equity implementation. The Student Success Act attaches funding dollars to student equity and facilitates equity-driven shifts in thinking and planning. It promotes institutional change so community colleges can better support the most vulnerable students to succeed. It is predicted that by next year state funding for student success will exceed previous levels. Resources and links for developing successful student equity plans are available on the State Chancellor's Office web site. The Cypress College Student Equity Plan must be finalized by November to ensure that the College's achievement gap is being addressed.

VICE PRESIDENT'S REPORT

Karen Cant provided the following updates:

Planning and Budget Committee Update - A list of special programs recommended for advanced funding of approximately \$739,905 for 2014-2015 was distributed. The special programs and related expenses are: Academic Computing, Distance Education, Supplemental Instruction, Staff Development, Student Learning Outcomes, and Diversity. Funding for the Legacy Program, which is also on the list, is being postponed pending a program review and plan to address challenges.

Classified Needs Assessment Process - Two positions ranked 14 and 21 on the priority list of 23 positions are currently filled but in need of ongoing funding. PAC approved the list as a recommendation to the President, who will take the two currently funded positions into account and inform PAC of any changes to the list.

ACADEMIC SENATE REPORT

Gary Zager gave the following report:

- The Senate heard first readings of resolutions for Summer Course Length and an Improved 16-Week Calendar. There is concern from some faculty about certain summer courses that don't fit into a 5-week length. Faculty want to be included in District decisions about the length of summer programs or allow United Faculty to participate in decisions on course length as was done for fall and spring. Regarding the 16-week calendar, the Senate wants United Faculty to negotiate an academic calendar in which the first day of classes falls on a Wednesday and the last day of classes falls on a Tuesday so students can have a longer weekend to study for final exams.
- A significant portion of the last Senate meeting was spent debating proposed changes to the Senate Constitution and Bylaws.

ASSOCIATED STUDENTS REPORT

Jasmine Lee reported the following:

- Jasmine participated in Senior Day activities on campus March 20, 2014.
- Depending on the number of applications received, as many as ten AS members may be sent to the Student Senate for California Community Colleges (SSCCC) General Assembly, May 2-4, 2014, at the Los Angeles Airport Marriott.
- SSCCC Region VIII will hold its next meeting at Cypress College.
- Invitations to the March 27 Women's Recognition event will be distributed tomorrow.

CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA) REPORT

Rod Lusch reported the following:

- CSEA will hold its Annual Classified Breakfast at Cypress College in CCCPLX 414 on May 20, 2014. Campus dining services will cater the event.

UNITED FACULTY REPORT

There was no report.

ADJUNCT FACULTY UNITED REPORT

There was no report.

DISTRICT MANAGERS ASSOCIATION REPORT

There was no report.

OTHER

The meeting was adjourned at 4:38 pm. The next PAC meeting (*if needed*) is scheduled for April 24, 2014, 2-3:00 pm.