

CYPRESS COLLEGE
PRESIDENT'S ADVISORY CABINET
Approved Minutes

April 16, 2015
3-5:00 p.m., ROOM 419

PRESENT: Bob Simpson (Pres), Karen Cant (VP), Darlene Fishman (DMA), Bryan Seiling for Jolena Grande (AcSen), Gary Zager (AcSen), Beverly Harrington for Rod Lusch (CSEA), Randa Wahbe (UF), William Cha (Assoc Students), Ryan Johnstonbaugh (Assoc Students)

ABSENT: Santanu Bandyopadhyay (EVP), Phil Dykstra (DirInstRes&Plng), Vacant Seat (CSEA), Sam Russo (ADFAC)

GUESTS: -

RECORDER: Ty Volcy

REVIEW OF MINUTES

The minutes of the March 19, 2015 meeting were approved with the following correction: page 2, 3rd bullet under Board Meeting... "The District received a bid of \$4 million for the La Habra property. This bid was rejected as **the minimum threshold was \$5 million**".

PRESIDENT'S REPORT

Dr. Simpson provided the following updates:

College

- The College will be around 100 FTES short of target. There are indications at the state level that there will be about 4% to 5% available for funded growth next year. The College has planned 1% growth. The Enrollment Management Committee is focused on addressing FTES issues.
- The College is beginning the Measure J construction planning phase. Architect firms are being interviewed and the College is reviewing how the first projects will be managed. The top three priority projects are SEM, Veteran's Resource Center, and the expansion of the LLRC. At the last PAC meeting, Dr. Simpson mentioned the potential for a state level bond that could impact or delay the SEM building project. There is a likelihood that the state level bond will not happen and the College will continue with the original plan. More information will be needed before

this decision is finalized. This will be a campus conversation. Dr. Simpson also mentioned that the Fine Arts building will be a major project in the Measure J construction cycle.

- The Leadership Team meeting will be on April 17 at 8:30am.

DCC

- DCC met on Monday, March 23. A Districtwide Student Success Project was proposed by Vice Chancellor, Dr. Li-Bugg. The first year of this project will cost \$520,000, the second year will cost \$295,000 and the third year will be \$295,000. There was great discussion about the level of funding and the need for this project. Dr. Simpson reviewed the objectives for this project and the importance of each. Dr. Li-Bugg will advance through the first phase of this project and will provide information before moving to the second phase. The Vice Chancellor of Educational Services and Technology is a new position to the District and was established to assist the campuses with educational goals from a district level.
- Fullerton College's Live Wire, an online literary arts journal, was considered for funding. Live Wire cost \$8,600 and was an initiative of the Fullerton College Humanities Division. This initiative was funded in conjunction with centennial celebration funds and although the funds are no longer available, they would like to continue with Live Wire. Funding for Live Wire for 2015-16 was approved.
- Policy revisions were considered. The revisions were minor changes to wording.

Board Meeting

- Strategic Conversation and Board Meeting were on March 24. The topic of Strategic Conversation was the achievement gap. There was another Board Meeting on April 14. This meeting began with public comments, majority from faculty related to the salary discussion. Dr. Simpson complimented faculty for their professionalism and quality of comments. Students from Cypress College made comments about concerns in the Puente program. The Measure J results were formally accepted and the Board of Trustees adopted the resolution accepting the certification from registrars in both Los Angeles County and Orange County. The 2015 Study Abroad program was approved and will be conducted in London.

EXECUTIVE VICE PRESIDENT'S REPORT

Dr. Simpson provided the following updates on Dr. Bandyopadhyay's behalf:

The Enrollment Management Committee is going forward and will have proposals. Dr. Simpson mentioned that some of the proposals will be implemented this summer. The committee is currently focusing on courses that will allow the College to meet student demand and address productivity issues.

VICE PRESIDENT'S REPORT

Karen Cant provided the following updates:

Planning and Budget/Facilities

- Screens are in place on the marquee; however, the casing around the frame has not been added. It is estimated to be a two day project. The College has encountered a few issues with the subcontractor responsible for the enclosure around the frame and is currently in the process of resolving these issues. The retaining wall has an anti-graffiti surface that will have lettering and lights on it. Contractors are currently planting in the area and starting to clean up the site. Seed will be used for the grass area around the marquee and the fence will be removed in time for graduation.
- The Planning and Budget Committee are still conducting interviews for Campus Architect. The committee has already interviewed four firms and has one firm left. After all interviews have been conducted, the committee will decide which firm they will recommend. This firm could act as an advisor during the bond construction program, assist in selecting architects for projects, be involved in updating the facilities portion of the Master Plan, and will assist with creating presentations used during community forums. There are 37 firms interested in being Program Manager at the district level. According to the draft organizational chart, the Program Manager will report to Rick Williams and will have a coordinating role with the Vice President at each campus. The job description for Construction Manager will be going to the Board soon. The Construction Manager will report to the Vice President and is expected to be in place by August 1, 2015. The Assistant Construction Manager position will be hired later.

College Maintenance Hours

- Karen Cant asked Academic Senate for an update on their discussion about college maintenance hours. Bryan Seiling advised that Academic Senate created a College Maintenance Hours Committee. The committee has identified that the standard hours should be acceptable for most areas; however, some divisions will need to have different times. The committee is collecting feedback from different groups and will provide this information to Karen Cant.

INSTITUTIONAL PLANNING AND RESEARCH REPORT

No report.

ACADEMIC SENATE REPORT

Bryan Seiling reported that Academic Senate spent time discussing Dr. Li-Bugg's proposal and they are eager to work with her. Academic Senate also voted to change the name of Staff Development to Professional Development.

ASSOCIATED STUDENTS REPORT

William shared that Associated Students had their Leadership Retreat on March 20 and the retreat was well attended. Associated Students has chosen Jackie Gomez-Whitley, the first Orange County female Chief of Police, as this year's graduation speaker. Dr. Simpson shared that Mrs. Gomez-Whitley recently retired and has an extraordinary

personal story. She served the City of Cypress well and was also on the College's Foundation Board. This item was brought to PAC for approval and PAC unanimously supported the request.

Ryan Johnstonbaugh advised PAC that he is Acting President of Associated Students as they are currently in the impeachment process. He stated that they are handling this matter with a high level of professionalism and are looking forward to the future of Associated Students. The group is currently discussing creative ways to reach more students, how they can be more approachable, and ways to increase awareness. Associated Students will have Finals Fuel during the week of finals. They hope this event will create an energy that can be used to develop new ideas.

CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA) REPORT

No report.

UNITED FACULTY REPORT

Randa reported that United Faculty elections have concluded. Christina Johannsen is UF President, Dana Clahane is Vice President, and Dale Craig was voted Site Representative. Randa thanked the faculty who attended the Board Meeting and spoke about comparability. United Faculty hopes they will hear good news when they get back to the negotiating table.

ADJUNCT FACULTY UNITED REPORT

No report.

DISTRICT MANAGERS ASSOCIATION REPORT

DMA meeting will be next week.

The meeting was adjourned at 4:20 pm. The next PAC meeting will be on May 7, 2015.