

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

**May 19, 2016
3:00 p.m. - 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: Angie Brito (Assoc Students), Vacant Seat (ADFAC)

GUESTS: -

RECORDER: Ty Volcy

REVIEW OF MINUTES

The minutes of the May 05, 2016 meeting were approved with the following correction: Page 2, Executive Vice President's Report, first bullet point, remove "in the western region" from the sentence "ACCJC is currently suggesting that a master's degree be the requirement; however, there are no colleges in the western region that offer master's degrees in mortuary science."

PRESIDENT'S REPORT

Dr. Simpson provided the following updates:

College

- Commencement will be on Friday, May 27.
- The Accreditation Steering Committee met on May 18. The Committee discussed possible items that can be used for the Quality Focus Essay, these items are as follows: extended day budget funding model, SLOs and distance education. Dr. Simpson is requesting for each dean to give an update on where their division is in regards to implementing SLOs.
- There are several end of the year celebrations occurring. Dr. Simpson attended the MAD Film Festival, Legacy dinner, Associated Students banquet, CSEA breakfast and Toyota T-Ten awards. He also plans to attend the Puente dinner, ESL potluck and the Performing Arts end of year performances.
- The women's softball team will be competing in the state finals for their 10th time and the men's baseball team will be in the regional finals.
- The College has concluded its hiring process for full-time faculty. There will be a total of 29 new full-time faculty starting fall 2016. The Articulation Officer position will be re-advertised and the faculty position for Mortuary Science has been delayed due to technical difficulties with PeopleSoft.
- Dr. Simpson shared some of the College's accomplishments for 2015-16 academic year.

DCC

- The next DCC meeting will be on May 23. The following topics will be discussed: budget updates, Districtwide universal design initiative, Institutional Effectiveness Report, policy items and college and career pathways.

Board Meeting

- Dr. Simpson reported Cypress College's math success.
- The Fullerton College police academy was discussed.

EXECUTIVE VICE PRESIDENT'S REPORT

Dr. Bandyopadhyay provided the following updates:

- 78% of the seats for summer are filled and the College has 730 FTES as of this morning. The College is hopeful that the FTES production will surpass last years'. We would like to capture 2% growth in summer and in fall. The headcount has increased; however, enrollment numbers are lower, meaning more students are enrolled at the College and taking fewer courses. Dr. Bandyopadhyay is requesting that everyone encourages students to enroll in summer session.

VICE PRESIDENT'S REPORT

Karen provided the following updates:

Planning & Budget Committee

The following recommendations were presented for review:

- A recommendation from PBC for a special funding request for Professional Development. The request is in the amount of \$3,315 to pay for 20% of time for the former Professional Development Coordinator to assist with training the new coordinators. This will be for one semester only.

PAC unanimously supported the recommendation to provide support over the summer only.

- A recommendation from PBC for a special funding request for the SEM Division. The request is in the amount of \$8,000 to pay for two months of chemistry summer lab support for the 2016-17 academic year.

PAC unanimously supported the recommendation of coverage for summer 2016 only. A conversation will need to be held in the fall to discuss what is necessary for 2017 and changes that can be made to ensure better implementation of the contract.

- A recommendation from PBC for a special funding request from PE. The request is in the amount of \$18,210 to pay for the athletics' 50th anniversary display. PE will use fundraising monies for this project as well.

PAC unanimously supported the recommendation.

- A recommendation from PBC for a special funding request from the Library. The request is in the amount of \$777 to pay for the library's 50th anniversary display.

PAC unanimously supported the recommendation.

- A recommendation from PBC for a special funding request from the Foundation. The request is in the amount of \$35,986 to pay for alumni development and 50th anniversary planning.

PAC unanimously supported the recommendation.

- A recommendation from PBC for a special funding request from the SLO coordinator. The request is in the total amount of \$24,000 to pay for professional expert contracts

during summer 2016. These funds will essentially act as the start up cost to institutionalize the SLO process.

PAC unanimously supported the recommendation with the clear understanding that this will be the only time funds will be allocated for this request.

- PBC declined the request from SLO in the amount of \$2,000 for a coordinator. PAC unanimously supported the decline of the recommendation.

Facilities

- Karen will meet with the Science faculty to discuss facility needs and schedule fieldtrips to view building designs at other colleges.
- The College will begin to look at upgrading the Fine Arts building. Checking to see if we have enough signatures to get this project on the state ballot in November.
- Trenching for the thermal energy storage unit will start summer 2016.
- The flooring in the café will be replaced.
- The orchestra pit is scheduled to be completed after graduation.
- The parking feasibility study will be done before the start of construction.

INSTITUTIONAL RESEARCH AND PLANNING REPORT

No report.

ACADEMIC SENATE REPORT

Jolena provided the following updates:

- The Academic Senate End of Year party will be held at Pat Ganer's house after commencement, on May 27.

ASSOCIATED STUDENTS REPORT

Angie provided the following updates:

- AS is currently hosting Finals Fuel where they give out free scantrons, blue books, pens, pencils, coffee and snacks to help students succeed during finals week.
- Special Elections will be held on Monday, May 23 for the following positions: Vice President of External Affairs, Vice President of Student Organizations, Vice President of the Public Relations and Student Trustee.
- Angel announced that this will be her last meeting as she will be graduating this year. She thanked the members of PAC for providing the opportunity to be on the committee and the ability to be directly involved in important discussions.

CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA) REPORT

Rod provided the following updates:

- The CSEW breakfast turned out very well.
- CSEA and District finalized negotiations on May 17th and a 2-year comprehensive agreement was made. CSEA and United Faculty will go back to the negotiation table with District pertaining to rollover on retiree benefits.

UNITED FACULTY REPORT

Tina provided the following updates:

- UF and District are still in the negotiation process.
- The UF luncheon was held on Saturday, May 14.

ADJUNCT FACULTY UNITED REPORT

No report.

DISTRICT MANAGERS ASSOCIATION REPORT

Darlene provided the following updates:

- DMA has an Executive Board meeting and End of Year Business meeting scheduled to occur before the end of the semester.

OTHER

An email will be sent to PAC over the summer for an electronic vote on the hiring committee composition and timeline for the Business/CIS Dean position.

The meeting was adjourned at 5:06 p.m. The next PAC meeting will be on September 01, 2016.