

CYPRESS COLLEGE
PRESIDENT'S ADVISORY CABINET
Approved Minutes

September 5, 2013
3-5:00 p.m., PRESIDENT'S CONFERENCE ROOM

PRESENT: Santanu Bandyopadhyay (EVP), Karen Cant (VP), Arnette Edwards (CSEA), Jolena Grande (AcSen), Jasmine Lee (Assoc Students), Rod Lusch (CSEA), Jose Recinos (DMA), Bob Simpson (Pres), Randa Wahbe United Faculty), Gary Zager (AcSen), Jocelyn Zaragoza (AssocStudents)

ABSENT: Sam Russo (ADFAC)

RECORDER: Pat Humpres

Bob welcomed everyone to the first PAC meeting of 2013-2014. He expressed optimism for this year and acknowledged a better budget outlook, thanks to several years of hard work, sacrifices at the College, and the passage of Proposition 30.

REVIEW OF MINUTES

The minutes of the May 16, 2013 meeting were approved as submitted.

INTRODUCTIONS AND PAC GUIDELINES

Introductions were made and everyone identified their role on PAC. Bob distributed an orientation highlighting certain points of PAC's Purpose and Guidelines. He went over operational procedures, discussed the responsibilities of PAC members, and noted that PAC does not serve as an arbiter of issues or decisions that fall under the purview of other bodies.

Rod indicated that while CSEA represents the classified staff on bargaining issues, they also represent the classified's interests on campus matters as a whole. Bob acknowledged Rod's statement and said every effort will be made not to cross into areas that should be handled elsewhere.

DISTRICT CONSULTATION COUNCIL (DCC)

Bob reported that the August 26, 2013 DCC meeting began with an update of the District budget. Highlights included the District being 2% over its FTES target. It was thought that CC might need to borrow from its summer session to meet its 2012-2013 target, but that turned out not to be the case. All of summer session's 617 FTES can be applied to our 2013-2014 target. The state may disburse additional FTES funding from other districts that did not meet their targets.

DCC discussed the District's full-time faculty obligation after receiving new numbers from the State Chancellor's Office that did not seem appropriate. The District believes the numbers may be erroneous, so a letter to the State Chancellor is being planned. Bob will share additional information about this as it is known.

Other items discussed by DCC included:

- the unfunded liability for retirees and what action the Board might take to mitigate it;
- Revised Technology Coordinating Council Charter and Operating Procedures;
- NOCCCD Instructional Technology Standards for Classroom Multimedia Systems;
- District Staff Development Training and Workshops on the Factors that Impact Student Success;
- Revised Board Policies and Administrative Procedures necessary due to newly enacted state laws and regulations.

BUDGET UPDATE/PLANNING & BUDGET REPORT

Karen explained that for 2013-2014 passage of Prop 30 allows for some growth, a little COLA, and no budget reduction target or trigger cuts. Because of a more favorable budget outlook, we are also in a position to move forward with a Classified Needs Assessment. She distributed the College's tentative allocation of carryover funds for 2013-2014, with a beginning balance of \$8,219,145. Proposed carryover funding allocations include replacement of the campus marquee, maintenance and instructional equipment, the International Student Program, energy savings, one-time critical needs, campus contingency, etc. Also distributed was a listing of the 25 one-time funding requests for 2013-2014 totaling \$995,264. PAC supported all of the items for funding last April 18, 2013.

Karen shared a revised sketch of proposed improvements to the grassy area near the marquee along Valley View.

Bob reminded PAC that renovations to the SEM and Fine Arts buildings will happen only if state and local facilities bonds are passed. The District is waiting for the consultant's advice as to the chances of passing a local bond in November.

FTES/ENROLLMENT UPDATE

Santanu distributed the FTES Summary/2013-2014 Projected FTES showing a target projection of 10,834.11. This is 66.43 higher than the 2012-2013 target. He commented that basic skills and academic classes are filling up very quickly and many first time students cannot get into classes they need. He indicated that efforts are being made to strike a better balance with high demand classes to help steer students toward better defined pathways.

Arnette commented that the federal government is cutting down on the number of units students who are on financial aid can take at community colleges. Bob said, per the education code, we will be moving toward priority registration that is tied to student education plans. The dilemma is having classes available in a timely manner for students to enroll in. There will be ongoing discussion on how to improve the balance.

Randa asked whether there will be follow up to see if students are following their education plans. Bob said follow up is not currently in the ed code. Priority registration will be available only to those students who have an education plan, but it would be punitive to tell them they will lose their financial aid if they aren't enrolled in high demand classes when the classes aren't available. Every effort will be made to add high demand classes to the schedule as much as growth allows us to do so.

DEAN OF THE LIBRARY/LEARNING RESOURCE CENTER (L/LRC)

Bob provided justification for hiring a Dean of the L/LRC. He explained that with the retirement of Library Dean Carol Welsh and the beginning of the economic downturn, Eldon Young, Dean of Language Arts, was selected as the Interim Dean of the Library and Learning Resource Center, and assumed responsibility for both divisions. Language Arts and the L/LRC are significantly large divisions that are distant from one another and each one needs its own dean.

Gary said there are faculty members who may question why another manager should be hired when there are so many faculty positions to be filled. Bob indicated that the state full-time faculty obligation number (FON), which was formulated on a baseline established under AB1725 at a time when the full-time/part-time faculty ratio was extremely high, is currently being re-evaluated. Once a FON is determined, the College will move forward with prioritizing full-time faculty positions to fill. Bob explained that one faculty position costs the District about \$100,000, and until the new FON is established and campus and District prioritization processes have been completed we won't know how many full-time faculty positions we can hire. Karen added that even after the prioritization process has been completed the campus will still have other competing needs.

Bob said he plans to advance the process to hire a Dean of the L/LRC but will continue discussions with constituent groups and PAC.

ACADEMIC SENATE REPORT

Gary invited Bob to attend the Senate's first meeting for fall next Thursday. Santanu was invited to attend the second meeting two weeks later.

ASSOCIATED STUDENTS REPORT

Jasmine reported AS is involved in goal setting and planning for fall semester. She said one goal is to get better connected with Fullerton College Associated Students. Also, the Diversity Committee would like to see more division activities with AS. Bob offered to be available to address any significant issues at AS meetings. Meetings are held Mondays and Wednesdays, 12:30 to 2:30 pm. in the Student Activities Conference Room.

CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA) REPORT

Rod will be sending out information about CSEA candidates running for seats on the CalPERS Board. He reported that negotiation reopeners with the District will be coming up and one item for discussion will be parameters for the 125 benefit plan and related provisions. He also commented on the importance of administrative support and encouragement for classified staff to serve on shared governance committees.

UNITED FACULTY REPORT

Randa reported membership letters went out to all faculty along with cards or applications. Meetings will be held on the campuses, alternating between Cypress and Fullerton. The first meeting of the semester was held last week and the next meeting will be September 11 at Fullerton. She provided the web address for the newly launched United Faculty web site at ufnocccd.org

ADJUNCT FACULTY UNITED REPORT

There was no report.

OTHER

Santanu reminded everyone that last April PAC approved and established the Accreditation Steering Committee, a standing shared governance committee. He said there has been no response from constituencies for representatives to serve on the committee. With an accreditation mid-term report due by March 2014, it is urgent that representatives are selected now so work can begin. In the absence of responses soon, Santanu will move forward without constituent representation. A draft of the mid-term report must be completed prior to winter break, with final Board approval by the end of February. Two faculty, two classified and two AS reps are needed. There will be one meeting per month for an hour or so to share ideas. Writing will be done by Santanu. Constituent leaders were asked to send out reminders.

The meeting was adjourned at 5:14 pm. The next PAC meeting is scheduled for September 19, 2013.