

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

**September 21, 2017
3:00 p.m. - 5:00 p.m., CCCPLX-419**

PRESENT: JoAnna Schilling (Pres), Santanu Bandyopadhyay (EVP), Phil Dykstra (DirInstRes&Plng), Bryan Seiling (AcSen), Craig Goralski (AcSen), David Whalen (Assoc Students), Rod Lusch (CSEA), Temperence Dowdle for Grace Suphamark (CSEA), Tina Johannsen (UF), Darlene Fishman (DMA)

ABSENT: Maria Isabel Alvarez (Assoc Students), Vacant (VP), Vacant Seat (ADFAC)

GUESTS: Marc Posner

RECORDER: Ty Volcy

REVIEW OF MINUTES

The minutes of the May 18, 2017 meeting were approved as submitted.

PRESIDENT'S REPORT

Dr. Schilling provided the following updates:

Guidelines

- The Cabinet reviewed and revised the PAC guidelines. The following changes were made:
 - Add the following statement under the “structure” section:
 - Regardless of these constituent organizational characterizations, it is expected and essential that all committee members will endeavor to fully participate and contribute in every aspect of the committee's business for the betterment of Cypress College and success of its students.
 - Add the Director of Campus Communications to PAC membership as this position is a part of President's Staff.
 - Remove Matriculation Advisory under “Functions” section as the committee no longer exist.
 - Change Staff Development to Professional Development under the “functions” section as the official name of the committee has changed.
 - Add the Integrated Planning committee as “other standing committees” under the “Functions” section.
 - Change Academic Calendar to Campus Calendar under the “Operations” section where it references PAC meeting dates.
 - Change committee to have 13 voting members under the “Operations” section since the Director of Communications is on the committee.

College

- The Anaheim Pledge event will be on September 27.

- The Data Boot Camp was held on September 15. Will look at having this training held on campus to go over detailed information specific to the College which will assist the Deans and DOMs.
- The College was ranked the # 1 Community College in California according to NICHE.

EXECUTIVE VICE PRESIDENT'S REPORT

Dr. Bandyopadhyay provided the following updates:

Institutional Effectiveness Partnership Initiative

- A team of representatives from the College will attend a workshop on September 28. This is the first step toward the Guided Pathways initiative.

Strong Workforce Initiative Ranking

- The Strong Workforce Initiative Rankings were given to Joyce Carrigan and will be presented to Chancellor's Staff for review and approval.

Hunger Free Campus

- The Governor approved SB 85 related to "hunger free campus."

VICE PRESIDENT'S REPORT

- No report

INSTITUTIONAL RESEARCH AND PLANNING REPORT

Phil provided the following updates:

Planning & Budget Committee

- The following information items were discussed with PAC:
 - Vivian gave PBC a budget update.
 - \$100,000 is available to Cypress College employees. All proposals are due by September 30th and will be forwarded to the Direction Committees.
 - PBC discussed revisions to the Guidelines and the possibility for PAC and PBC to be held on alternate weeks.
- The following recommendations were presented to PAC for review:
 - The one-time funding items in the amount of \$677,867
 - This item was unanimously approved by PAC
 - A special request from Kinesiology for a transportation budget. The committee will also consider making this an ongoing budget that does not need to come to PBC annually.
 - This item was unanimously approved by PAC

ACADEMIC SENATE REPORT

Bryan provided the following updates:

- Academic Senate Meeting
 - Bryan thanked President Schilling for attending.
 - Deborah Ludford presented MyGateway information.
 - Henry Hua presented information on Dual Enrollment
- The Senate created an official Distance Education Committee. The committee will have one voting member per division and they are soliciting volunteers from each division on campus.
- Academic Senate and United Faculty are working on a joint Resolution in support of DACA.

- The grab and go program will be implemented on campus with one basket in each division office. Food for baskets will be supplied through donations from faculty and staff.

ASSOCIATED STUDENTS REPORT

Robert provided the following updates:

- AS is in the process of designing two shirts. One to be worn when working at the food bank and the other with a new AS logo.
- AS is hosting a DACA informational event on September 25 from 4pm – 6pm in the AS Conference room. This event will also be livestreamed.
- Club Rush will be on September 26 - 27.
- The blood drive will be on October 4 - 5.
- AS will have special elections for vacant positions.

CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA) REPORT

- No report

UNITED FACULTY REPORT

Tina provided the following updates:

- The next rep. council meeting will be on September 27 from 3pm – 5pm at the Anaheim campus.
- Adjunct faculty will have their Meet and Greet on September 22 at 5pm at the Elks Lodge.

ADJUNCT FACULTY UNITED REPORT

- No report

DISTRICT MANAGERS ASSOCIATION REPORT

Darlene provided the following updates:

- DMA will meet on Thursday, September 28.

The meeting was adjourned at 4:54 p.m. The next PAC meeting will be on October 5, 2017.