

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

**September 27, 2018
1:00 p.m. - 3:00 p.m., CCCPLX-419**

PRESENT: JoAnna Schilling (Pres), Mike Kasler (EVP), Matt Ceppi (VP), Phil Dykstra (DirInstRes&Plng), Craig Goralski (AcSen), Bryan Seiling (AcSen & UF), Jeremiyah White (Assoc Students), Zola Aponte (CSEA), Temperence Dowdle (CSEA), Tonya Cobb (ADFAC), Katy Realista (DMA), Marc Posner (DirCampCom)

ABSENT: Robert Mounce (Assoc Students)

GUESTS: -

RECORDER: Ty Volcy

REVIEW OF MINUTES

The minutes of the September 13, 2018 meeting – approved as submitted.

PRESIDENT'S REPORT

Dr. Schilling provided the following updates:

- Introduced Howard Kummerman, the new Executive Director of Foundation and Community Relations.
- The College has approved the one-time funding list for the 2018-19 year. An additional vehicle for campus safety was added to the list. Two requests from Fine Arts and two request from SEM were pulled from the list and will either be covered using lottery funds or funded at a later date.
- The District has \$45M available for one-time funding throughout the District. The College will need to identify large infrastructure projects that need to be completed and will submit a list to Chancellor's Staff for review.
- There will be two College budget forums. The forums will cover the cost centers for the College, the philosophy behind the process, as well as changes being made to the one-time funding and advance funding process. The forums will be recorded and made available for those who are unable to attend. The forums will be held from 2:00 pm – 3:00 pm on Tuesday, November 13 and Wednesday, November 21.
- The hiring committee composition and timeline for the Director, Financial Aid was reviewed and approved unanimously.
- The schedule for College committees presenting to PAC was reviewed.

EXECUTIVE VICE PRESIDENT'S REPORT

No report.

VICE PRESIDENT'S REPORT

No report.

INSTITUTIONAL RESEARCH AND PLANNING REPORT

Phil Dykstra provided the following updates:

- \$100K was set aside in the strategic plan fund. An email was sent calling for proposals. All proposals are due by October 26. Funds received will need to be spent before the end of the academic year.
- The deadline for faculty prioritization proposals is Monday, October 1. The Committee will meet on October 10 and the final list, with president revisions, will be shared with PAC on October 11.
- The Planning and Budget Committee discussed the following:
 - New funding formula
 - Process for the Strategic Plan Fund
 - One-Time Funding

ACADEMIC SENATE REPORT

Bryan & Craig provided the following updates:

- Senate discussed the new budget formula.
- Discussed splitting the EVP position into two VP positions, one VP overseeing Instruction and the other overseeing student services.
- Last year senate conferred the professor emeritus status on all faculty who retired in 2017-18. Senate will look at a standard process for selecting faculty emeritus.
- Provided updates on the proposal for winter intersession proposal; however, District had not made a final decision at that time.
- The job description and duties for the Program Review Chair were discussed.

ASSOCIATED STUDENTS REPORT

Jeremiyah provided the following updates:

- World Fest will be held in November and AS will pass out food from different countries.
- Special elections will be held next week and will be held weekly until a Student Trustee is identified.

CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA) REPORT

Temperence provided the following updates:

- Ratified salary and benefits contract. Some of the changes include an increase in the stipend from \$350 to \$400 as well as a stipend for an earned doctorate.
- Calling for CSEA to help with phone banking for the November election. The phone bank will be active between October 2 – 30.

UNITED FACULTY REPORT

Bryan provided the following updates:

- Bryan will be the liaison for United Faculty until another representative is identified.
- UF is in the process of creating their budget for 2018-19.

ADJUNCT FACULTY UNITED REPORT

Tonya provided the following updates:

- There will be membership Drives held at both Cypress College and Fullerton College. The Cypress drive will happen at between October 29 and November 2.
- The online membership form can be accessed on their website. The position of negotiation chair is currently vacant.
- The next E-Board meeting will be on October 19.
- AdFac will put on three workshops for their members:

- Student debt and public loan forgiveness
 - Retirement
 - Unemployment/EDD
- There was a discussion on how the winter intersession would impact adjunct faculty members.

DISTRICT MANAGERS ASSOCIATION REPORT

Katy provided the following updates:

- Tuesday, October 2nd at 8:30 a.m.

The meeting adjourned at 2:06 P.M. The next regular PAC meeting will be on October 11.