

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

**October 1, 2015
3-5:00 p.m., CCCPLX-419**

PRESENT: Bob Simpson (Pres), Santanu Bandyopadhyay (EVP), Phil Dykstra (DirInstRes&Plng), Jolena Grande (AcSen), Angelyn Garcia (Assoc Students), Gail Smead for Rod Lusch (CSEA), Donna Landis (CSEA), Tina Johanssen (UF), Darlene Fishman (DMA)

ABSENT: Joseph Bashir (Assoc Students), Natasha Bauman (ADFAC), Karen Cant (VP), Bryan Seiling (AcSen), Rod Lusch (CSEA)

GUESTS: -

RECORDER: Ty Volcy

REVIEW OF MINUTES

The minutes of the September 17, 2015 meeting were approved with the following correction: Page 4, UF section 2nd sentence "...students approval and access to work with the VA Hospitals."

PRESIDENT'S REPORT

Dr. Simpson provided the following updates:

College

- There have been a lot of campus safety incidents occurring at the College recently. Dr. Simpson reminded everyone to be safety conscious, vigilant, and to contact Campus Safety if they see something. He also asked those in PAC to share this message with their constituents.
- The College received four pieces of world class art and the artwork is on display in the Gateway near parking lot. The art came from the Orange County Museum and Laguna Art Museum.
- The College Theater and Dance departments will debut Avenue Q on October 16, this play is for mature audiences only. Dr. Simpson and members of the President's Circle will watch the play on October 16.
- The Dental Programs are under review with CODA and things appear to be going well.
- The Substantive Change for the Baccalaureate program has been submitted to ACCJC for review. If the change is not approved, the College will be able to resubmit paperwork in February 2016.
- The Foundation Golf Tournament will be on October 5 and the event is almost sold out.
- Dr. Simpson thanked those who have met with him during his weekly scheduled office hours.

DCC

- Members of DCC attended a retreat on September 25 and the focus was on “Students First”. Dr. Simpson stated that the “Students First” theme aligns with the College culture and is a driving factor in conversations at District. The Probation, Dismissal, and Readmission Policy (BP/AP 4250) and Communicable Diseases Policy (BP/AP 5210) are currently under review as revisions are being made to wording. There was a discussion on the best method to provide access to DCC materials (agendas, minutes, etc.). This topic will be discussed further at the next meeting.

Board Meeting

- The Board met on September 22 and recognized faculty, staff, and managers of the year throughout the District. Emma Anton, Peter Matthews, and Dee Sato were recognized from Cypress College. The Board selected MAAS Company to serve as the District Measure J Program Manager. Dr. Li-Bugg, Carlos Ayon, and Phil Dykstra presented the student scorecard information. Dr. Simpson stated that recent College recognition has been received because of the College’s faculty and staff, our culture and core values. The retirements of Velia Lawson from Counseling and Anita Rogers from the Production Office were also announced.

EXECUTIVE VICE PRESIDENT’S REPORT

Dr. Bandyopadhyay reported that the Baccalaureate program is progressing well. The Substantive change form has been submitted to ACCJC, the Curriculum Committee has discussed the shape of the baccalaureate program and will begin to build curriculum once the College receives approval from ACCJC. The College has received positive feedback from reports completed thus far. One Cypress College faculty member is scheduled to attend and view the substantive change visit at Mesa College in San Diego. Dr. Bandyopadhyay also shared that he met with the Enrollment Management Committee and the committee is currently investigating issues that have been identified.

VICE PRESIDENT’S REPORT

Dr. Bandyopadhyay provided the following updates on Karen Cant’s behalf:

Planning and Budget

- The College and Anaheim Unified High School District are in the process of discussing the potential to offer a Counseling 140 course at their district. Contracts should be signed soon allowing the College to create a seamless pathway from high school to college. Attendees at the Educational Master Plan meeting discussed the importance of looking toward the future when creating the next Education Master Plan and finding a way to articulate the future vision. The development stage will start next semester. PBC discussed the Legacy Program evaluation and the collaboration between the Research department and Legacy leadership when creating the evaluation. Once the evaluation is complete it will be sent to PBC for review as funding for the program must receive the approval of PBC. The Facilities long term plan cost and safety implications with curriculum development/new course/program was also discussed in PBC. No decision was made on revision to the current process but PBC believes a process needs to be created to link funding with program development.

The following recommendations were presented for review:

- A recommendation from PBC to approve the 2015-16 one-time funding request list with a total of \$1,764,917.86. Funding of this list is based on fund availability and history has shown that the entire list is typically not funded.

PAC unanimously supported the recommendation

- A recommendation from PBC for a special request from the SEM Division for \$4806.72 to send a student and College representative to Washington DC to present at a conference.

PAC unanimously supported the recommendation

- A recommendation from PBC to approve the 2016-17 fulltime faculty prioritization list. There were 50 positions on the list and Dr. Simpson stated that by October 7 he will know how many positions have been allocated to the College. At that time he will do a final review of the list for revisions to be made.

PAC unanimously supported the recommendation

INSTITUTIONAL RESEARCH AND PLANNING REPORT

Phil shared that Cypress College is one of ten California community colleges involved in the Multiple Measure pilot program. This program uses different information to determine student placement in comparison to the traditional assessments given. Cypress College is hosting a Multiple Measures workshop on October 27 and ten colleges are scheduled to attend the workshop. The Research department and faculty from Counseling, Math, English, and English/Reading will be in attendance at the workshop. Phil asked for the workshop to be mentioned during the next Academic Senate meeting as the involvement of fulltime faculty in this program would be greatly appreciated. The College is still in the beginning phases of the identifying how to implement this new program and is currently in the process of reviewing local high schools to see how to move forward with the program.

ACADEMIC SENATE REPORT

Jolena reported that Academic Senate had a discussion about the Unilateral Redefining of Biology Department Class Maximum Seat Count by Cypress College Management Supervisors without Curriculum Committee Due Process Resolution. The resolution was passed with minor alteration and will be shared with the Board of Trustees. Many students attended the Academic Senate meeting and there was overwhelming support for the institutionalization of STEM. A proposal will be created for the District Council on Budget and Facilities to entertain funding the institutionalization permanently, not as one time funding. Mike Kavanaugh attended the meeting and discussed the Wi-Fi login and parking enforcement. Jolena also mentioned that she is looking forward to the conversation on the accreditation self study and would like to keep this item on the Academic Senate agenda until the College site visit in 2017.

ASSOCIATED STUDENTS REPORT

Angel shared that she attended the Academic Senate meeting and enjoyed it. Associated Students officially support the installment of a water bottle refill dispenser in the Humanities building and the renewal of the food vendor contract. AS created and distributed a survey to students pertaining to having a smoke free campus and are waiting to see what type of response they receive. Associated Students Day and Elections took place this week and many students voted. Election results will be posted next week. The College Blood Drive and Day of Service event will be next week. Angel also shared that she received positive feedback about the AS Boot Camp.

CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA) REPORT

Donna reported that the CSEA negotiating team is currently proofreading the collative bargaining agreement contract for 2017-2018 and determining how it will be disseminated.

UNITED FACULTY REPORT

Tina thanked the Fullerton College students for their kindness and willingness to assist her when she was on campus. She shared that UF will send a letter out pertaining to the Unilateral Redefining of Biology Department Class Maximum Seat Count by Cypress College

Management Supervisors without Curriculum Committee Due Process Resolution. This will also be discussed at the Board meeting. Tina attended the DCC retreat and appreciated the enthusiasm and fact that the District and colleges seems to be on the same page. Tina mentioned that negotiations are taking place and the 125 plan is going through. The October UF meetings will be at Cypress College on October 14 & 28.

ADJUNCT FACULTY UNITED REPORT

No Report.

DISTRICT MANAGERS ASSOCIATION REPORT

No Report.

OTHER

Bob shared that he drove around campus at 11am and noticed that all of the parking lots were full. He stated that this is a great indication of the student success. Tina asked for an update on the potential of using the vacant OCTA space for additional parking. Dr. Simpson stated that details are still needed but it doesn't appear to be an issue. Dr. Simpson also informed PAC that a special public meeting was called pertaining to the 2015 Task Force on Accreditation Report. The task force recommendation will be discussed at the next meeting of the Board of Governors.

The meeting was adjourned at 4:50 pm. The next PAC meeting will be on October 15, 2015.