

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

**October 15, 2015  
3-5:00 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), Christie Diep for Tina Johanssen (UF), Darlene Fishman (DMA)

**ABSENT:** Joseph Bashir (Assoc Students), Natasha Bauman (ADFAC), Tina Johanssen (UF) Donna Landis (CSEA)

**GUESTS:** -

**RECORDER:** Ty Volcy

**REVIEW OF MINUTES**

The minutes of the October 1, 2015 meeting were approved as submitted.

**PRESIDENT'S REPORT**

Dr. Simpson provided the following updates:

College

- The full time faculty positions for 2016-2017 were allocated by the District; Cypress College will receive 30 positions and Fullerton College will receive 54 positions. Dr. Simpson thanked the Full Time Faculty Prioritization Committee for the work they did and stated that he was in absolute agreement with the first 24 positions on their recommended list. [Dr. Simpson's Final 2016-17 Full Time Faculty Hiring List](#) has been created.

DCC

- No report.

Board Meeting

- Interim Chancellor Fred Williams advised that the Fullerton College Police Academy was decommissioned and is no longer certified. At this time, classes held are no longer certified and students have been informed of this matter. Fullerton College has sent a request to the Governor's Office to see if the situation can be handled differently.
- The NOCCCD Special Election for Trustee Area 3 has been certified by the OC Registrar of Voters. The election will be held in February 2016. Since the District has to hold a Special Election there will no longer be a need for the originally scheduled reelection in November 2016.
- Legislative Advisor Ashley Setoudeh gave an update on legislative activities for the District since February 2015. Earlier in the day she took tours of the colleges/SCE and met with the college Presidents and Provost.

- The NOCCCD 2014-15 Innovation Fund Report was presented to the Board as an information item. Dr. Simpson stated that although we are still in the preliminary stages, the program appears to be successful.
- The District Office of Human Resources Institutional Commitment to Diversity Five Year Report 2010/11 – 2014/15 was presented to the Board. Dr. Simpson stated that over time the District has become more diverse and emphasized the importance of considering diversity when hiring new faculty.
- The Soccer Field Leveling Project was approved for \$506,000. The District had funds from Measure X that had not been allocated. Cypress College received \$1.8 million of those funds and will use the funds to help cover the Soccer Field Leveling Project, Orchestra Pit Project, Baseball Clubhouse Project, along with other future projects during Measure J construction.
- The retirements of Nancy Deutsch, Leslie Doak, Jesse Saldana, and Kenneth Robinson were approved by the Board.

### **EXECUTIVE VICE PRESIDENT'S REPORT**

Dr. Bandyopadhyay reported that the STEM grant is sunsetting and the College needs to decide if the STEM program should be institutionalized. The program has a high success rate in transfers to Cal State Fullerton and Academic Senate Passed a resolution to support the institutionalization of the program. The program cost cannot be determined until the College identifies the staffing needs and cohort size. The College would like the program to have a large number of students, rather than being a boutique program. The College will also need to identify program resources that can be merged with college resource, such as website services for the program. The dean of SEM is working on a proposal outlining the scope of the program, staffing needs, and funding. Once the proposal is received, it will be evaluated by the Planning and Budget Committee.

### **VICE PRESIDENT'S REPORT**

Karen provided the following updates:

#### Planning and Budget

- The College is in the process of finalizing the EyePax Parking Enforcement System. This will change the parking permits from a paper version to the use of an electronic system that identifies license plates. Marc Posner, Director of Campus Communications will assist with spreading this information to students and staff. The rollout of this new system will start in spring 2016 with faculty and staff. The Parking Enforcement Committee will meet next week to discuss the mobile device, computer, and Banner options for this system. The goal is to make this process as easy as possible. The committee will also discuss accommodations for guest permits and those who do not have access to a computer or mobile device.
- The installation of the orchestra pit will take 60-90 days to complete; therefore, the Theater will be out of service during that timeframe. The construction should occur during the summer (June – August) and Karen is currently looking for ways to accommodate classes and productions that would typically use the Theater during that timeframe. She stressed that the College is looking for ways to build up programs during the summer and that other smaller facilities on campus will be used during this time. She also mentioned that students and programs have priority use of the facilities and the College will not rent a facility to the displacement of the College programs.
- Measure J construction is currently in the planning stages and the SEM feasibility study is almost complete. This study will give the College a good indication on the benefits of having a new SEM building or renovating the current building. Karen anticipates that the outcome will be in favor of a new building. Once the report is complete, she will submit a Board Agenda Item and possibly create a presentation for the Trustees as a new

building will need their approval. A new SEM building would eliminate the opportunity to receive Capital Outlay funds for SEM which may be of concern to the Board of Trustees. The concept for a new SEM building will include the opportunity for a future buildout, similar to the L/LRC concept. The L/LRC currently has the potential to buildout up to 10,000 square feet and the College will need to determine if that entire space will be needed. Karen expects the new Veterans Center will need to be double the size of the current one. More research will be conducted to determine an appropriate size for the new Veterans Center facility. An underground utility assessment will need to be completed before we break ground and the bid for the environment impact report went out for advertisement. The Construction Manager interviews should take place in November 2015 with a start date of January 2016. A representative from MAAS will sit of the hiring committee for this position.

The following recommendations were presented for review:

- A recommendation from PBC for the 2015-2016 One Time Funding Request with the exception of item number 30 – Changing computerized classroom furniture for HUM-331, HUM-333, and HUM-335. Funding for the items were pieced together using Lottery Funds, Instruction Equipment Funds, Carry Over Funds, Capital Outlay Funds, and Student Equity Funds.

PAC unanimously supported the recommendation

- A recommendation from PBC for a special request from the Physical Education Division for \$6,177 for athletic equipment that meets the CCCAA requirement. This is needed for students to compete in the following collegial athletic sports: baseball, softball, men's soccer and women's soccer.

PAC unanimously supported the recommendation

## **INSTITUTIONAL RESEARCH AND PLANNING REPORT**

Phil shared that he and Faculty Chair, Liana Koeppel met with the four Self Study Chairs. Over the remainder of this month and next month the Self Study Chairs will meet with the Subcommittee Chairs to answer questions pertaining to their standard. The goal is to have the first draft ready by end of spring 2016. Phil visited Las Positas College for their accreditation visit. He stated that the self study report was different than the tour because Las Positas College continued to revise items as needed to ensure they were improving as they moved forward in the process. Phil shared that it was a good visit and he is looking forward to Cypress College's visit in fall 2017.

## **ACADEMIC SENATE REPORT**

Jolena reported that Academic Senate met on Thursday, October 8. The Accreditation Self Study will be a reoccurring special report on the Academic Senate agenda until the College site visit in 2017. Adfac will also be on the Academic Senate agenda as a special report. Senate voted in favor of the baccalaureate degree requirements that came from the Curriculum Committee. The Student Success and Support Programs and Student Equity plans will be brought back to the next Academic Senate meeting for a final read. Jolena attended the Academic Senate for California Community Colleges meeting to hear about the resolutions that will be presented in the plenary session. She also attended the fall 2015 CTE Regional meeting along with other Cypress College faculty. During this meeting they discussed the workforce taskforce recommendations as well as strategies that can be used to assist students with their time of completion. Jolena also advised that Academic Senate endorsed becoming a non-smoking campus as long as ashtrays and smoking areas are not relocated and no disciplinary action is enforced.

### **ASSOCIATED STUDENTS REPORT**

Angel reported that AS Executive Vice President, Angelica Brito, will be the second AS representative on PAC starting in November. The Associated Students election results are posted and those in official positions will be sworn into office on Monday, October 19. The \$2 increase for the representative fee did not pass. Angel shared that the blood drive was a success and the next AS event will be Pumpkin Bash on Thursday, October 29. AS will host their annual leadership retreat at Disneyland and they will be involved in Disneyland's leadership program.

### **CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA) REPORT**

Rod reported that CSEA and District agreed to the Classifications of four (4) CSEA positions. The position titles are: Job developer/Disabled Student Services, Health Education Coordinator, Student Services MIS Analyst, Interpreter Coordinator.

### **UNITED FACULTY REPORT**

Christie shared that the successor agreement is open and UF exchanged what they would like the District to focus on and are waiting for it to go to the board. United Faculty also completed the preliminary work on the UF Contract.

### **ADJUNCT FACULTY UNITED REPORT**

No Report.

### **DISTRICT MANAGERS ASSOCIATION REPORT**

Darlene reported that the DMA Lunch and Learn will be on October 21<sup>st</sup>.

### **OTHER**

Dr. Simpson reminded PAC that Cypress College has hired Cindy Lee to be the College webmaster starting November 1. Cindy Lee previously worked for SCE and will now report to Mike Kavanaugh in Academic Computing. The District will launch its new website in January 2016. The District website launch will not affect the Cypress College website.

The meeting was adjourned at 4:32pm. The next PAC meeting will be on November 5, 2015.