

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

**November 2, 2017
3:00 p.m. - 5:00 p.m., CCCPLX-419**

PRESENT: JoAnna Schilling (Pres), Santanu Bandyopadhyay (EVP), Phil Dykstra (DirInstRes&PIng), Jolena Grande (AcSen), Maria Isabel Alvarez (Assoc Students), Griselda Weed (Assoc Students), Rod Lusch (CSEA), Grace Suphamark (CSEA), Darlene Fishman (DMA), Marc Posner (DirCampCom)

ABSENT: Tina Johannsen (UF), Vacant (VP), Vacant Seat (ADFAC)

GUESTS: -

RECORDER: AeYoung Kim

REVIEW OF MINUTES

The minutes of the October 19, 2017 meeting were approved as submitted with one abstention.

PRESIDENT'S REPORT

Dr. Schilling provided the following updates:

Guided Pathways

- The guided pathways self-assessment workgroup will hold their final meeting on Friday, November 03, 2017 in CCCPLX 419 at 1pm.
- Dr. Schilling will meet with CSEA to review the narrative and she asked Maria from Associated Students if the students would also like a meeting. Maria will take this information back and choose a date that would work for all involved.

Leadership Meeting

- The Leadership meeting will take place on Friday, November 03, 2017 at 9am.
- Guided Pathways will be part of the discussion.

Strategic Conversation

- Cypress College will be hosting the District wide Strategic Conversation on Tuesday, April 10, 2018.
- The goal is to have a panel available consisting of Students, Faculty and Staff. Dr. Schilling encourages students to give input on student perspective and to share their stories.
- The names of the participants for the panel are due by November 20, 2017 and the video will be finalized in January/February.

Parking Fees

- A discussion to raise parking fees took place at the District level. Dr. Schilling shared that it has been years since the fees have been raised. She would prefer that the fees do not affect the students' semester passes but rather the daily passes could increase.
 - *Grace asked of the possibility to purchase more kiosks for our campus.*
 - *Rod shared that typically the topic of raising prices is brought to the Board, there are many questions and in the end usually denied.*
- Dr. Schilling will keep the committee updated as information is shared.

EXECUTIVE VICE PRESIDENT'S REPORT

Dr. Bandyopadhyay provided the following updates:

Chief Instructional Officer (CIO) Conference

- Santanu attended the CIO conference where Chancellor Eloy Oakley spoke about Guided Pathways and the need to focus on serving students from the beginning of their educational track to Graduation.
- Student's placement should take into consideration their high school GPA and non-cognitive skills rather than just the Assessment Test. Dr. Schilling agrees that many students do not seem to do very well on the test.

Griselda (Associated Students), a returning student after 13 yrs, shared that the process of the Assessment testing did not place her properly and would love to have had the opportunity to retake the test.

Many students who have been assessed could be intimidated by the test and/or feel a lack of seriousness. Santanu shared that in addition to the Summer Boost, there will be a Winter Boost to refresh students and prepare them for the Assessment test.

Some committee members feel that the Assessment Test is demoralizing and the students should either be able to take it multiple times or the college should do away with the test all together. The committee discussed that per AB 705, the relevance of assessment test is anticipated to go down.

INSTITUTIONAL RESEARCH AND PLANNING REPORT

Phil provided the following updates:

Planning & Budget Committee

- The following information items were discussed with PAC:
 - Celeste Phelps and Paul deDios presented the Integrated Plan that is due to the District November 8, to be put on the November 14th Board Agenda.
 - The committee reviewed the Special Request Form. A check-off box will be added with the Manager, Systems Technology Services and the Director, Maintenance and Operations approval. Updates and revisions will be made and presented at the next meeting.
 - Rick Rams and Albert Miranda were unable to meet regarding the Spin Bikes. They will meet and Rick will bring information to the next meeting.
 - Budget update: Budget transfers are still in progress
 - Accreditation Faculty Chair position reassigned time will be revisited at the next meeting with information on identifying work and how many hours are spent for each item.

ACADEMIC SENATE REPORT

Jolena provided the following updates:

- Academic Senate Meeting
 - A presentation on the Integrated Plan took place.
 - Faculty were reminded about the Guided Pathways questionnaire.
 - There was significant conversation regarding the Accreditation. AS is in full support of increasing reassigned time and feels the faculty members are undercompensated.
 - The first Baccalaureate Degree will be presented at the 2018 Graduation.

ASSOCIATED STUDENTS REPORT

Robert provided the following updates:

- The grab and go program will be implemented on campus with one basket in each division office. Faculty and staff can donate food for the baskets.
- A town hall will be held in the AS conference room Monday, November 6th from 11:30-1:30pm.
- Peace Awareness will be on November 7 – 8, 2017
- Food Hunger Awareness will be on October 4 – 5, 2017.
- Fill-a-van will be November 13, 2017 all day, 1-2 vans will be parked and AS will be taking can goods which will be donated to those in need.
- Dr. Schilling has a contact with Home Aid that is willing to come to Cypress College to provide kits, services and resources for those in need. Maria believes Tuesday, November 14, 2017 from 11:30-1:30pm would be a good time but must discuss dates with Dave Okawa. Maria will follow up with Dr. Schilling with a confirmed date and time.
- Students are concerned about the Health Center and feel there are not enough hours for quick service for students. Though they do have nurse practitioners, they are limited to 15 people per period. Maria shared that her friend had to wait almost 2 days before he was able to seek assistance. Santanu will find out more information about this matter.

CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA) REPORT

Rod provided the following updates:

- There has been a situation at the district level regarding hiring committees. Managers would like CSEA to appoint classified committee members; however, Rod explained that normally CSEA waits until Managers recommends committee members before CSEA would begin to reach out. This causes a delay. CSEA will no longer be waiting for these recommendations. CSEA does not seem to have enough volunteers and at times he must reach out to other campuses for representation. Dr. Schilling and Rod will meet regarding the issue.

UNITED FACULTY REPORT

- No report

ADJUNCT FACULTY UNITED REPORT

- No report

DISTRICT MANAGERS ASSOCIATION REPORT

Darlene provided the following updates:

- DMA Executive Board met with Collaborative Brain Trust (CBT).

The meeting adjourned at 4:30 p.m. The next PAC meeting will be on November 16, 2017.