

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

**November 08, 2018  
1:00 p.m. - 3:00 p.m., CCCPLX-419**

**PRESENT:** JoAnna Schilling (Pres), Phil Dykstra (DirInstRes&Plng), Craig Goralski (AcSen), Bryan Seiling (AcSen), Jeremiyah White (Assoc Students), Temperence Dowdle (CSEA), Zola Aponte (CSEA), Tonya Cobb (AdFac), Katy Realista (DMA), Marc Posner (DirCampCom)

**ABSENT:** Mike Kasler (EVP), Matt Ceppi (VP), Robert Mounce (Assoc Students),

**GUESTS:** Bret Clarke, Terry Gleason, Peter Maharaj

**RECORDER:** Ty Volcy

**REVIEW OF MINUTES**

The minutes of the October 25, 2018 meeting were approved as submitted.

**COMMITTEE PRESENTATIONS – TECHNOLOGY STRATEGIC PLAN**

Peter Maharaj, Manager of Academic Computing, gave a brief presentation on the Cypress College Technology Strategic Plan.

**PRESIDENT'S REPORT**

Dr. Schilling provided the following updates:

**ADT Awards Report**

- The cabinet reviewed the number of ADTs awarded at Cypress in comparison to other local community colleges. There was a discussion about the new student centered funding formula and how ADTs will account for more funding than local degrees will.

**Faculty Prioritization**

- Number of faculty positions that were allocated. Copy and paste from Pres Staff notes.
- Additional faculty positions may be allocated later in the year. The goal is to have all of the faculty positions hired by the end of the spring semester.
- Discussion about setting post hiring committee meetings immediately after the second level interviews. For management positions, there will not be a post committee meeting held unless the committee deems it necessary after being notified of the candidate selected for hire.

**Diversity Committee Changes**

- Reviewing the charge of the Diversity Committee and updating to ensure the functions of the committee are relevant to the current culture. As a result, the committee will update their goals and change the name from Diversity Committee to Diversity, Equity, and Inclusion Committee.

#### Guided Pathways Research

- The Cabinet reviewed data specific to Cypress College as it relates to the need for guided pathways.

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

No report.

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

No report.

### **INSTITUTIONAL RESEARCH AND PLANNING REPORT**

Phil Dykstra provided the following updates:

#### Planning and Budget Update

- PBC discussed the following
  - The classified needs process
  - Institution Set Standards focusing on degree completion
  - An update on the strategic plan fund. There are 14 requests that total \$100,000
  - A presentation of the student success scorecard

#### Accreditation Follow-up Report

- The accreditation follow-up report was presented to PAC for approval. Phil and Liana shared how the report was prepared and that it was placed online for all to view and comment on. The report was also shared at an open forum, with the accreditation steering committee and will be shared with Academic Senate. The first draft will go to the board on November 27 and a presentation to the Board will be made in January.
  - PAC unanimously approved the accreditation follow-up report

### **ACADEMIC SENATE REPORT**

Craig provided the following updates:

- The next and last meeting for fall 2018 is November 29
- AS brought forward their expansive education freedom resolution to seek support from faculty to make syllabi available online before classes start
- Senate gave Craig the approval to sign a document in opposition of the creation of 4 new District Director positions
- Academic Senate will discuss resolutions which can be found on ASSCCC.org

### **ASSOCIATED STUDENTS REPORT**

Jeremiyah provided the following updates:

- Merginign distress zone with finals fule

- Special election at the end of this month for student trustee position. It will be on wednesday 21.
- Discussion about the foodbank scanning system to keep from having theft

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

Temperence provided the following updates:

- They will meet on 14 to discuss the executive board process as they are about to begin elections
- There will be an annual holiday celebration on 12/7

### **UNITED FACULTY REPORT**

No report.

### **ADJUNCT FACULTY UNITED REPORT**

Tanya provided the following updates:

- HR and AdFac are meeting to sign documents about seeking the results of the fact finding
- There will be a workshop on December 5<sup>th</sup> at Fullerton College
- AdFac made a contribution to the foodbanks at both Fullerton College and Cypress College
- The next meeting will be on Nov 16

### **DISTRICT MANAGERS ASSOCIATION REPORT**

Katy provided the following updates:

- The last business meeting was on the October 26<sup>th</sup>
- The spring management team retreat will be in January
- Would like to have a training to better understand HR processes
- Salary and benefits team had their first meeting

### **OTHER**

- The next PAC meeting is scheduled for December 13 which is after the school semester ends
  - PAC unanimously voted to cancel the meeting and make any votes on recommendations brought from PBC necessary electronically
- The College Budget Forums will be on November 13 and November 21
- The College Foundation - Golden State Water will donate 48 turkeys to AS for the thanksgiving baskets

The meeting adjourned at 2:52 P.M. The next regular PAC meeting will be on February XX.