

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

**December 07, 2017  
3:00 p.m. - 5:00 p.m., CCCPLX-419**

**PRESENT:** JoAnna Schilling (Pres), Santanu Bandyopadhyay (EVP), Phil Dykstra (DirInstRes&PIng), Bryan Seiling (AcSen), Craig Goralski (AcSen), Rod Lusch (CSEA), Grace Suphamark (CSEA), Darlene Fishman (DMA)

**ABSENT:** Maria Isabel Alvarez (Assoc Students), Robert Mounce (Assoc Students), Tina Johannsen (UF), Marc Posner (DirCampCom), Vacant (VP), Vacant Seat (ADFAC)

**GUESTS:** -

**RECORDER:** Ty Volcy

**REVIEW OF MINUTES**

The minutes of the November 16, 2017 meeting were approved as submitted.

**PRESIDENT'S REPORT**

Dr. Schilling provided the following updates:

DCC

- There was a discussion about adding a winter intersession. DCC and DEMAC will have a meeting on December 18 to see if the District will go forward with a winter 2018 pilot.
- There was a first reading of AP 4100 – Graduation requirements for degrees and certificates.

Guided Pathways

- The guided pathways self-assessment has been completed and will go to the Board on December 12. The College has also has a page on the website dedicated to guided pathways.

Parking Construction

- There will be construction in the parking lots by NOCE to assist in preparing for the SEM building construction. This will allow the College to add an additional 400 spots in the parking lots near the NOCE area. Construction is planned to take place until May 2018.

Charging Stations

- Academic Computing has partnered with Associated Students to identify umbrellas that are solar powered phone charging stations. These will be placed around campus.

Budget

- Dr. Schilling has met with a consultant regarding the College budget. A report will be created and shared with PBC related to how funding is allocated and how the College can properly plan by division. There was a discussion around how the future plan will take fiscal changes into account.

### Free Speech

- Conversations are taking place in Chancellor's Staff related to free speech and what spaces should be designated on campus. BP/AP 3900 is being updated to accommodate a wider interpretation of what constitutes free speech and where on campus. Once a proposal is made, it will be shared with DCC.

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

Dr. Bandyopadhyay provided the following updates:

### Enrollment and FTES

- As of December 7, the College has 5,215.93 FTES. We are slightly ahead in FTES and unduplicated headcount as compared to last fall. However, the seat count is down.

### AB 705

- The Chancellor's Office has initiated colleges to review assessment practices used at the college by Fall 2017. In 2018, colleges will need to use curricular exploration and make shifts in math, English, and ESL. By Spring 2019, high school GPA will be the primary predictor for how students are placed into courses. By fall 2019, colleges need to be fully compliant with AB 705. There will be a workshop related to this during flex day.

## **INSTITUTIONAL RESEARCH AND PLANNING REPORT**

Phil provided the following updates:

### Accreditation

- The College received the visiting team report and made revisions related to errors of fact. The requested changes were accepted and the final report has been sent to the Commission. The Commission will meet in January 2018 to take action on the College accreditation and accreditation of the baccalaureate report.

### Planning & Budget Committee

- The following information items were discussed with PAC:
  - Update on the College budget
  - Institutionalizing purchases with grant or other funds
  - One time funding process
  - Guided pathways
  - PBC decided to keep meeting dates and times as currently scheduled
  - Future of STEM
  - Pool emergency
- The following recommendations were presented to PAC for review:
  - A special request from Academic Computing for solar powered charging station umbrellas in the amount of \$12,392.

PAC unanimously approved

- A special request from Fine Arts for computers in the Photo department in the amount of \$62,344.63. The request is for 20 computers for student use in the lab and 4 computers for faculty.

PAC unanimously approved contingent upon spacing available

- A special request from Health Sciences to pay for the accreditation fees for several departments in the division in the amount of \$8,300.

PAC unanimously approved

- A special request from Academic Computing for technology infrastructure consultation in the amount of \$11,250.00

PAC unanimously approved

- A special request from the President's Office for a Cultural Intelligence presenter in the amount of \$3,500.

PAC unanimously approved

## **ACADEMIC SENATE REPORT**

Bryan provided the following updates:

- Dr. Marshall will be attending the last Academic Senate meeting.
- Puente, Honors, and Legacy are requesting a description of their program regalia in the commencement program.
- There was a discussion about reassigned time.
- There was a productive conversation about winter intersession and this topic will be on the agenda for the next meeting.
- Senate discussed guided pathways.
- There was a conversation about flex day and possibly making adding more flexibility into the flex day process.
- Senate passed a resolution that supported free speech on campus. This resolution acknowledged that not all free speech is equal.

## **ASSOCIATED STUDENTS REPORT**

No report.

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

Rod provided the following updates:

- CSEA and HR have revised the process for requiring CSEA employees to be on hiring committees. Originally, classified staff were allowed two weeks to respond to a request to join a hiring committee. Now, CSEA employees will be allowed five working days to respond.
- The CSEA Officer installation will be on January 27, 2018.

## **UNITED FACULTY REPORT**

No report.

## **ADJUNCT FACULTY UNITED REPORT**

No report.

## **DISTRICT MANAGERS ASSOCIATION REPORT**

Darlene provided the following updates:

- Holiday celebration will be on December 8.
- DMA has been working on guided pathways for the meeting on January 19.

*The meeting adjourned at 4:31 p.m. The next PAC meeting will be on February 01, 2018.*