

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

**September 24, 2020
1:00 p.m. Zoom Meeting**

PRESENT: JoAnna Schilling (Pres), Eileen Haddad (DirInstRes&Plng), Alex Porter (VPAS), Craig Goralski (AcSen), Paul de Dios (VPSS), Temperence Dowdle (CSEA), Lisa Gaetje (DMA), Nicolette Garcia (Assoc Stud), Joe Vasquez (CSEA), Damon de la Cruz (AcSen), Tonya Cobb (AdFac), Angela Haugh (CSEA); Marc Posner (DirCampCom)

ABSENT: Zola Aponte (CSEA), Christie Diep (UF),

GUESTS:

RECORDER: Christina Mix, Interim Executive Assistant III

REVIEW OF MINUTES

The committee approved June 11 and September 10 minutes with one correction made.

COMMITTEE PRESENTATION

JoAnna Schilling shared the presentation schedule for the semester and asked the committee if they have any other recommendations on presentations for the summer.

INSTITUTIONAL RESEARCH AND PLANNING REPORT

Eileen Haddad had no update at this time.

PRESIDENT REPORT

JoAnna Schilling shared an overview of the FON. NOCCCD scored 562.2 for Fall 2019 Compliance, 571.0 for Fall 2019 Actual, 642.2 for Fall 2020 Advance, 515.2 for Fall 2020 P2 FON, 515.2 for Fall 2020 Compliance FON, and 520.2 for Fall 2021 Advance FON. Craig asked for clarification on the gap. JoAnna responded that our FON has always been slightly high and Spring enrollment has gone down due to Covid-19 and there wasn't many retirements last year either. Alex clarified that this is a calculated gap that they set for us at the state level. Across the state, they were calculating an 80% reduction inflator at the time. This year the EW did not have a false indicator because we based our enrollment based on our P1 projections. So anything that happened in Spring didn't really have an impact. Alex said the reality is that they pull it from the P2 numbers so we are a little bit lagged. Craig is concerned that we could be punished by being lenient on the EW's going

forward. JoAnna shared a status list of faculty positions that are being looked at on our campus. JoAnna asked Eileen to discuss the draft of the faculty hiring prioritization steps. This is just a draft and they are working to finalize this process.

The following criteria will be considered in 2020-2021 for critical positions only:

- Required for accreditation purposes: faculty positions that have been mandated by external accreditation programs and/or would endanger the accreditation status of the respective program would fit this criterion.
- Essential for continuing the program: the faculty position would fit this criterion if either a retirement or resignation resulted in so few remaining full-time faculty that it would endanger the program or jeopardize its adequate maintenance. Retirements alone would not fit this criterion as long as there were enough faculty to keep the program standards maintained for another year.
- Identified as a critical college goal/priority: faculty position that is needed to fill an essential goal of the college. Examples might be a position needed for Guided Pathways development, special program support, or critical student services and cannot wait for another year.

Craig asked that the wording be refined to specify that Program Review is leading this. JoAnna asked that the Faculty Prioritization team tackle this.

Marc shared an update on the new Cypress College website. He walked the committee through the new website pointing out some of the new features and pages. Level 1 is the front page; Level 2 is the subpages that are all designed to be consistent between all the pathways for the divisions. Level 3 is the department and services pages and they are keeping those consistent as well. Level 4 pages are faculty pages and additional program, department, or student services pages that they can update themselves. They will be having trainings for employees with a course shell in Canvas. Cari is available to make changes to any part of the website and is working with professional development to create a training for staff. Craig asked if he could send a message out to all faculty to about how to set up their own pages on the website. Nicolette asked if AS could get more information on the club pages. Marc will find out where they are in the process.

Starfish Demo Monday, September 28 from 3-4:30pm and Friday October 2 from 12-1:30p. It is an early alert system that was approved by Fullerton at the last board meeting and now we are looking at this for Cypress. She asked if faculty will participate in the demos to provide feedback to see if this is a viable option for us at Cypress. IR will be working with David Booze to put out a survey to collect the feedback.

JoAnna shared a photo of the Outdoor student study space that is now open on campus and asked if Nicolette to spread the word to students and Craig to let faculty know so they can tell students about it. The tables are all 6 feet apart and have Plexiglas dividers, it's a great place for students to come and study. They must make a reservation on the Cypress Connect App and complete the wellness check before coming to campus. Tonya asked if adjunct faculty can have access

to use the space as well. Alex and JoAnna confirmed that this would be fine as long as all the same protocols are followed and there is space available. JoAnna also wanted the committee to know that Cypress College will be an in person and drop off voting center in the upcoming election. Craig asked if we as a district could have a more unified message about the upcoming election.

DEI Equity Alliance Convening's at USC; We will have a rolling application the next one will be October 12th she highly encourages the committee and students to sign up for at least one of these events. Joanna sent the information out to all users, but will also send this to Nicolette so that she can get the word out to students as well.

VPSS REPORT

Dr. Paul de Dios provided an update on Connect2Cypress is Tuesday, October 27th at 10:00am. It will be a virtual event this year. Cypress Cares calling campaign. Our student ambassadors are making phone calls to every single student to see how they are doing and to answer questions and help direct students. This is an outreach effort for students.

VPAS REPORT

Alex Porter shared that he will be bringing the final budget status to PAC and PBC for review in October. As it stands today, we didn't have a cut, but didn't get any more money. We estimate about 12 million dollars as our own reserve that has been set aside for specific needs that are upcoming. They are talking at PBC about the One-time-funding process and do we continue with this process for this fiscal year? He has a concern that they may not be able to offer that program this year.

Construction update: the VRC is nearly complete and furniture will begin to arrive in the next three weeks. And they will begin working on moving schedules. They will be selling pavers as a fundraiser option and more information will be coming out from our foundation. The structure is 95-97% complete. The flagpoles went in also. SEM we are at about 70% complete at this time. JoAnna commented on how fabulous it looks. She had a chance to look at it and it is really spectacular! Baseball clubhouse has been erected and they are about 80% complete. They will also be putting protective netting around the fields to make everything ADA compliant. Fine Arts renovation, they will begin reviewing the architect's proposals soon. The planning process will include faculty, staff and students and takes about 12-18 months and will have multiple estimates. Estimated completion 2023-2024. Tech Ed 1 & 3 buildings – we are looking at doing a renovation to link the buildings to create a larger space. Craig asked that the feedback from faculty in those areas are equitable and not just the squeaky wheels. Alex assured the committee that a group will be formed with equity in mind. Scheduled maintenance; we did a lot of work in Tech Ed III over the summer. Dental hygiene clinics were remodeled as well. Central plant issues with roofing is being looked at. The district will be giving us about 7.5 million dollars to address some scheduled maintenance issues.

VPI REPORT

No VPI at this time

ADJUNCT FACULTY UNITED REPORT

Tonya Cobb would like the committee to know they will be sending out goodie bags to adjunct faculty that will include masks. JoAnna said she heard that some of the adjuncts are feeling disconnected and asked Tonya to find out how we can be of help.

CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA) REPORT

Temperance Dowdle shared that the 20/21 negotiations are taking place. The negotiations team is looking for members to volunteer. There is a push for the BOT elections. There was a ratification for two new job descriptions. The child development center at Fullerton is reopening with pre-cautions and will be limited to eight children.

UNITED FACULTY REPORT

Christie Diep was absent. No report.

DISTRICT MANAGERS ASSOCIATION REPORT

Lisa Gaetje shared the following update: She has been working with Liana and Eileen on a piece of the Accreditation mid-term report regarding management evaluations. They had been addressing this with the district through DMA and unfortunately they did not have a Cypress rep on that committee, so Lisa is stepping up to be the liaison between those folks.

ACADEMIC SENATE

Craig Goralski shared the following update: Senate met 9/10 and all the adjunct faculty senate positions are filled which they are really pleased about. They discussed EW and Pass/No pass. They discussed faculty evaluations; a proposal that went through DE was problematic and the language needs to be re-revised and they will be looking at this again at today's meeting. They have been making good progress on the Black Lives Matter task force. Recommendations are being submitted to Senate today and they will be assisting with feedback. They discussed the College Hour/Campus Hour idea; He would like to ask the senate to make progress on this and it will take several more meetings.

ASSOCIATED STUDENTS REPORT

Nicolette Garcia shared that she is really proud of her team of the amount of things they are working on. They have been very productive. They are really trying to use their Canvas shell – with an events calendar included. AS Benefits sticker fee; they are working on updating the list of all the benefits. They have sworn in two new members. They are excited to be working on Covid-19 Relief baskets to be giving out in a Drive through event giving Covid-19 related items such as hand sanitizer, masks, gloves. They received 344 responses to the Smoke Free Campus survey. They are preparing to share with PAC and Senate in an upcoming meeting. October will be a busy month with 3 events they are trying to have their own drive-in movie, virtual costume parade and a pumpkin bash virtual event.

ACTION ITEMS:

None

The meeting adjourned at 2:30pm