

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

**September 26, 2019
1:00 p.m. - 3:00 p.m., CCCPLX-419**

PRESENT: JoAnna Schilling (Pres), Phil Dykstra (DirInstRes&Plng), Carmen Dominguez (VPI), Alex Porter (VPAS), Temperence Dowdle (CSEA), Zola Aponte (CSEA), Craig Goralski (AcSen), Katy Realista (DMA), Paul de Dios (VPSS), Marc Posner (DirCampCom), Presten Jiminez (Assoc Stud), Christie Diep (UF), Jason Thibodeau (AcSen), Angela Haugh (CSEA)

ABSENT: Tonya Cobb (AdFac)

GUESTS: Eileen Haddad

RECORDER: Christina Mix, Interim Executive Assistant III, President

REVIEW OF MINUTES

The committee approved the September 12 minutes.

COMMITTEE PRESENTATIONS

Civitas update by Nic Perry, Kristina Oganessian, Henry Hua and Lisa Gaetje
The group attended a conference about Civitas and it was a very positive experience. Civitas is a tool that uses data and analytics to solve student problems. Our campus has access to this for another year. The tool uses our campus data out of Banner. It really has unlimited possibilities and they will be making their rounds and presenting on Civitas to the following groups:

- Pres Advisory council 9/26/19
- Management team 10/4
- Academic Senate 10/10
- Associated Students pending

PRESIDENT REPORT

Dr. Schilling provided the following updates:

DEI update – Dr. Schilling shared the Diversity, Equity & Inclusion goals for 19/20.

Goal 1: Create a shared definition for Equity

Goal 2: Develop worksheets to assist shared governance and programs to identify how they practice equity and inclusion

Goal 3: Support and develop new Diversity, Equity, and Inclusion activities

Goal 4: Begin development of a Diversity, Equity, and Inclusion Plan – 2020-2021

She also shared the Common Book Recommendations list from the DEI committee Fall 2019

White Fragility: Why It's So hard for White People to Talk About Racism by Robin Di Angelo and Michael Eric Dyson *an exploration of the counterproductive reactions people have when their assumptions about race are challenged, and how these reactions maintain racial inequality.*

Under Consideration for Spring 2020

Enrique's Journey by Sonia Nazario – *Based on the LA Times series that won two Pulitzer prizes, this is the story of a Honduran boy's dangerous odyssey to reunite with his mother in the US.*

Crisis in Black and White by Charles Silberman – *An analysis of the basic historical origins of America's race relations and the effect it has on present day politics and leadership.*

Higher Education and the Color Line; College Access, Racial Equity and Social Change edited by Gary Orfield, Patricia Marin, and Catherine L. Horn - *A focus on the need for transformative change to address the structural barriers that perpetuate racial stratifications in colleges and universities.*

Because I Said I Would by Alex Sheen - *the international social movement at the forefront of shifting how the world views commitment and accountability.*

Broken Ladder: How Inequality Influences the Way We Think, Live, and Die by Keith Payne- *an exploration of the destructive psychological and biological effects income inequality has on all of us – the haves and have nots.*

Dr. Schilling advised the committee that the Educational Facilities Master Plan (EFMP) group will be on campus next week holding forums for staff & student feedback. She will make sure that everyone on campus knows the dates & times. For the sake of time, she will bring back SCFF & Email Templates back to the next PAC meeting.

VPSS REPORT

Dr. de Dios reminded everyone that tonight is Angels Night and there are busses taking students and staff to the event and back. Student Activities is ready to serve food at the tail-gate party.

VPAS REPORT

Alex Porter provided an update on One Time Funding. He shared a slide for the group that showed the 18/19 vs 19/20 allocation list. He explained how the funds have been allocated and will be used. JoAnna pointed out that even though the funds say 18/19, we just received the actual funds in May 2019. We have about one million in funds that have not been allocated yet. In the past PBC has looked at evaluated requests that go to Pres staff for approval. This process is being re-evaluated going forward. The goal is to make the request process driven by program review. Craig appreciates the detailed description of the categories. Craig

also believes that the Professional Development budget of \$25,000 for 19/20 is not adequate. JoAnna clarified that the \$25,000 is not their only funds, but is in addition to their regularly allocated budget.

Position proposals – Alex shared a slide that showed a list of positions that are Temporary Special Manager/Director positions that we would like to propose they be made into Permanent positions. We anticipate that it would save about \$319,108.80. We hired 23 positions for Fall 2019 and we had 2 unsuccessful searches. These will be added to the recruitment for 2020. There are 5 Classified positions that we would like to add with an estimated cost of \$413,601.50 including benefits. These funds will come from the funds saved from the proposed management changes. JoAnna asked the committee for recommendations how we can better go about evaluating and adding Classified positions that are needed to run the campus. Zola asked if there was a rubric of sorts that they could document the things they aren't able to do as a department because of not having enough staff. This would be similar to what is used for faculty. Alex reiterated that this is why program review is so critical for this. JoAnna recommends making these staffing assessment every year and not every three years.

VPI REPORT

Dr. Dominguez had no update at this time.

INSTITUTIONAL RESEARCH AND PLANNING REPORT

Phil Dykstra provided the following update: Faculty prioritization timeline update. Eileen shared the survey results on the Mission & Vision survey that went out and some of the comment themes from the forum discussion.

DISTRICT MANAGERS ASSOCIATION REPORT

Katy Realista had no update to report

ACADEMIC SENATE REPORT

Craig provided the following update: Comments on EFMP presentation. He asked Senate to review the existing EFMP before reaching out to their groups on feedback for the upcoming planning. They are going to discuss Guided pathway leadership. Senate will be discussing putting limits on summer session units that students can take. David Halahmy (History Instructor) brought this question to senate.

ASSOCIATED STUDENTS REPORT

Presten Jimenez shared the following: They had a social on 9/18 and had 800 students show up. They are looking forward to Angel's game tonight. Working on forming a 100% smoke free campus committee. There are over 800 responses to the OCTA survey for students thus far.

CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA) REPORT

Temperance – APBP 3900 discussion at last meeting. Received the draft and want members to attend info forums. They had a vote on 9/12. Angela Haugh & Joseph Vasquez will now be joining PAC as CSEA representatives.

UNITED FACULTY REPORT

Christie Diep was introduced as the new UF representative. The committee welcomed her to PAC. She was elected 2 weeks ago. They have to go through another UF election for the Vice president of UF because no one received the majority from the last vote. The focus of faculty is salary & benefits for faculty. Elections will be done by 10/13.

ADJUNCT FACULTY UNITED REPORT

Tonya was not present. No update.

ACTION ITEMS: None

OTHER

The meeting adjourned at 3:00pm