

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

**October 22, 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), Damon de la Cruz (AcSen), Angela Haugh (CSEA); Marc Posner (DirCampCom), Lee Douglas (VPI), Joe Vasquez (CSEA), Tonya Cobb (AdFac)

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

GUESTS: Deidre Porter, Ruth Gutierrez, Eldon Young, Gisela Verduzco, Kathy Wada, Adam Eckenrode

RECORDER: Kristi Valdez, Executive Assistant III

REVIEW OF MINUTES

The committee approved October 8, 2020 minutes with one correction made.

COMMITTEE PRESENTATION

A Title V and Guided Pathways update was provided by Deidre Porter, Ruth Gutierrez, Lisa Gaetje focusing on the work that has been done over the last 6 months. Much of the focus has been on equity training. Continuing coaching support is also being provided by Dr. Keifer-Lewis. They are looking at rules and protocols that might be causing some barriers and what changes may be made to them to be more equitable for students. They are also focusing on the programs offered and how to enhance the experience for students for even greater completion and make sure students have the support that they need. As part of the Caring Campus initiative, professional classified staff members came up with a campus-wide plan which was presented to campus leadership and the President's Staff and received full support and guidance for moving forward. They are working on an adjunct academy for the winter to make sure they get the same training as full-time faculty. Fifteen students were sent to a Youth Summit as a part of Speak Out on social and racial justice. They are also planning Wellness Wednesday workshops.

Dr. Deidre Porter spoke on the Title V grant. For the peer and data coaches who are full-time faculty members in their divisions, the grant pays for their substitutes while they work on the completion teams. The grant also covers personnel and that's where a lot of the grant money was spent, including the addition of Evelyn Lindley as Administrative Assistant II. After the eight-week USC intensive equity training, Ruth also decided to hire Dr. Veronica Kiefer-Lewis who is now meeting with our peer and data coaches through the rest of the semester. Eight different divisions are tackling 8 different projects that are pertinent to their divisions and will make a lasting positive impression on our community as a college. Guided Pathways 3.0 will be on implementation and what changes were made in the programs and infrastructure as a result of what has been learned from the data and through an equity-centered lens. This will be shared at a town hall meeting.

An AB705 update was provided by Eileen Haddad, Eldon Young, Gisela Verduzco, Kathy Wada, and Adam Eckenrode. Eileen spoke about the exciting data that has come through from our first year of implementation of AB705. The completion of transfer level English and math within one year has increased significantly. She explained the impact of AB705 across ethnic groups and found that the completion of transfer level English and math increased substantially for all of our ethnic groups. We're seeing improvement in that the relative gains for African American and Latinx students were generally higher than that of white students. While there's still much work to be done, both in relation to transfer level completion in English and math, as well as closing the equity gaps, the first look at this data just one year after implementation has shown very promising and encouraging results. Colleagues from math, English and ESL spoke in detail about some of the changes that they've done to their curriculum and some of the changes that have been done to be able to support our students with this new structure. It was noted that Cypress College ESL has been identified by two different statewide reports as being among the highest in the completion of transfer level English requirements. The success of the ESL Milestone Certificate Programs was also discussed. Cypress College is the first in the state to have these certificates and they have been wildly successful. In the first year, the students earned 645 certificates. Adam reported that data has shown that students that have completed one of the 94 EDLAs (electronic directed learning activity) are having a higher chance of succeeding in their class.

PRESIDENT REPORT

JoAnna shared a revised version of the PAC Description, Purpose & Guidelines with suggested changes made since the last PAC meeting included. This was the second reading. The committee approved the PAC Guidelines with the changes.

VPSS REPORT

Paul de Dios provided an update on the Legacy Program. He announced that since Puente was under Student Services it made sense to have Legacy moved over to Student Services also. He thanked Eldon Young for his administrative leadership and oversight over the years. Paul is working closely with Regina and met with the Legacy Advisory Group yesterday to continue to build on her work.

In regards to the registration fairs, Paul said that David Booze and his team in Admissions and Records are working on the registration fairs. These events will help students prepare for registration and address any issues they may encounter. They will also be able to forward the students to other student or academic support services if needed. These fairs are going to happen throughout the month of November and then a few in January before the spring semester begins.

Paul said there has been a decrease in participation in the Food Distribution program. It is held every Wednesday from 9am – 12pm. He asked everyone to please encourage their faculty and staff to share this information with students. He will also connect with students and find out if registering in advance is causing any problems for them.

VPI REPORT

Lee Douglas reported that the departments and the deans have submitted nine faculty position requests that the committee is reviewing. This year the focus is on critical hires only. The group will be meeting on Monday to do the ranking for the positions and make a recommendation to Joanna. Lee anticipates that at the next PAC meeting he will be able to provide a further update on which positions have been decided, if any, and also provide additional information.

INSTITUTIONAL RESEARCH AND PLANNING REPORT

Eileen Haddad said that the Strategic Plan Year 3 Evaluation that was discussed at the last PAC meeting was up for approval. There were no questions, and it was approved without any additional changes.

Eileen reported that the National Assessment of Collegiate Campus Climate (NACCC) Survey that Cypress is participating in through the USC Equity Alliance starts in November and runs through the end of the semester. This survey focuses on racial climate and will be administered by the students. She is hoping to have survey results to share with PAC next spring.

ACADEMIC SENATE REPORT

Craig Goralski reported that the Academic Senate met October 8, 2020. At that meeting, the credit for prior learning coordinator job duties was presented. The Senate will revisit that today and will probably be voting whether to approve it. They had a good presentation from Adrian Sanchez representing the Charger Assessment Team going over the work they are doing. There was also a first read of a resolution supporting biology faculty regarding courses and payment. There was a BLM Task Force recommendations ad hoc interim report at the fourth meeting. Taking the recommendations from the BLM Task Force that the ad hoc can support, bringing those before the senate, and turning that into a resolution or other senate action would take a meeting or two. Part of the ACCJCs plan for improvement was PF116 a full-time faculty code of ethics with articulated consequences. Craig doesn't anticipate getting that through Senate in more than 1 or 2 meetings, but will start that discussion today.

ASSOCIATED STUDENTS REPORT

Nicolette Garcia reported that A.S. has several big events coming up including Halloween on the Road on Friday, October 30 from 5-8 p.m. Several clubs are involved in handing out prepackaged treats and Covid masks for kids. They are expecting around 150 for participation. This will be one of the first events back on campus. Associated Students is also helping the dance department on October 29 with their virtual costume contest. Movies for Mental Health will also be on October 29 from 1-3 p.m. Nicolette said that A.S. has locked in funding for Thanksgiving canned/boxed food for baskets and gift cards for the families. Joanna speak with Nicolette about possible additional donor assistance from the Foundation.

ADJUNCT FACULTY UNITED REPORT

Tonya Cobb reported that more than 400 masks have been sent to members as a reminder and a gesture that their union is thinking of them during these difficult times. They are working on Covid Spring 2021 MOU. Adjunct Faculty presented a webinar series on Indigenous Peoples Day, anti-racism, celebration of the labor movement, and your vote counts. This series has been very successful and well attended. The next executive board meeting will be on October 30. Tonya also stated the BLM Taskforce has an Instagram account now with several people already following. The BLM Taskforce will be making a presentation to PAC in December.

CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA) REPORT

Temperance Dowdle reported that CSEA is taking nominations for E-Board this month through December. There will be a new president after the election due to the upcoming retirement of Dawnmarie Neate. There is also a push for everyone who lives in the districts to participate in Board of Trustees election.

UNITED FACULTY REPORT - Christie Diep was unable to attend.

DMA (DISTRICT MANAGERS ASSOCIATION) REPORT

Lisa Gaetje reported that the reclassification process for managers is currently on hold. The DMA board has asked to have a voice in that process and will be actively participating in discussions moving forward. Lisa is the Cypress representative to that committee.

ACTION ITEMS: None

Meeting adjourned at 2:20 pm