

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

**November 12, 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), Zola Aponte (CSEA), Temperence Dowdle (CSEA), Lisa Gaetje (DMA), Marc Posner (DirCampCom), Lee Douglas (VPI), Joe Vasquez (CSEA), Nicolette Garcia (Assoc Stud), Tonya Cobb (AdFac)

ABSENT: Christie Diep (UF), Damon de la Cruz (AcSen), Angela Haugh (CSEA)

GUESTS: none

RECORDER: Louella Nelson, Administrative Assistant II

REVIEW OF MINUTES

The committee approved October 22, 2020 minutes with one correction made.

PRESIDENT'S UPDATE

P 5041- Preferred Names, was approved by the Board of Trustees at the November 10 meeting. Dr. Schilling and Craig Goralski commended faculty member Jenelle Herman for her diligence and exceptional work toward this being a priority for all constituents District-wide.

AP 3720- Computer and Electronic Communication Systems, Alex Porter shared that all constituency groups will need time to review the updates to this AP, and need to be aware of the changes and additions. Dr. Schilling noted that campus-wide emails sent to the alluser email address, need to be addressed with alluser as the blind copy, under the bcc of the email. This will help decrease phishing attempts on our servers.

Dr. Schilling stated that the DEI Equity Alliance will have 12 monthly e-convenings, and we are seeking diverse groups campus-wide to participate, that will include managers, faculty and classified staff. Only five individuals per campus can be selected to participate in each session. Following each e-convening, the five participants will meet to determine how they will share information to the campus community.

Dr. Schilling shared that Cypress College will be co-chairing the #RealCollege event on December 4. Because of our membership in #RealCollege and as a co-chair, this will allow our managers the opportunity to attend at no cost.

VPAS UPDATE

Alex Porter shared that the budget has been approved, and what began at the state level as a \$5.4 billion surplus, became a \$54.3 billion deficit with the May revise. This has equated to an \$11.5 million deficit for NOCCCD. This information is also housed on the District website. On November 17 Alex will be meeting with departments regarding the 2020/2021 budget.

As in the past, the District will conduct a budget forum for the campus and it will be a virtual meeting / event in the spring.

Alex reported that the Veteran's Resource Center is 99% complete on the project. Installation of the front counter and glass partition is taking place. The SEM building is 75% complete, and it is anticipated that by the end of November 2020 the pressure of the building will be tested.

VPSS UPDATE

Paul de Dios shared that the Transfer / Pre-grad Fair will be held as a virtual event on November 19, from 10am to 1pm.

A new version of DegreeWorks is being launched District-wide, and the two-hour training will take place December 3 starting at 1pm.

The spring graduation application period began on November 2, 2020 and concludes on February 19, 2021.

VPI UPDATE

Lee Douglas indicated that in the faculty prioritization process, eight ranked positions are going forward to PBC on November 19, then will move forward to PAC for review / approval. It was noted that PAC will not meet again until December 10 as a committee, and the possibility of meeting earlier was discussed for the faculty prioritization process. It was determined that PAC members will meet during PBC on November 19, beginning at 1:30pm for approval of faculty prioritization only. Alex stated that the VPAS office will send out the meeting invitation to PAC members.

CAMPUS COMMUNICATIONS UPDATE

Dr. Schilling reported for Marc Posner, who stepped away to attend an Equity Alliance session. Regarding All User update: There may be up to a 15-minute delay when an all user campus-wide email is sent. This is due to verification of the email being distributed from a valid campus address. We must be certain to place the alluser under bcc when addressing the email, to help mitigate phishing attempts on our servers.

ACADEMIC SENATE REPORT

Craig Goralski reported that the Academic Senate for California Community Colleges (ASCCC) is working with the State Chancellor's office in ensuring that the ethnic studies requirement is articulated to community colleges state-wide. The demand for the ethnic studies requirement will be in lower division courses. The Senate will meet today and have one more meeting in December. The BLM Task Force will be presenting the first draft of a resolution to the Senate today. Also, Alex Porter will attend the December Senate meeting to present budget information.

At the Academic Senate Fall Plenary, breakout sessions were focused on equity and inclusion. Attendance was sponsored by the office of the VPI. Craig noted that the Senate will be working toward getting potential expenses for the Spring Plenary reported by the month of February 2021.

ASSOCIATED STUDENTS REPORT

Nicolette Garcia reported that the Connect to CC event had a large attendance, while the Resource Fair was smaller with fewer attendees. The drive through Halloween event had 10 clubs participating and was extremely successful, with 200 cars coming through and approximately three to four people per vehicle. An election townhall is scheduled for November 13 at noon.

Associated Students is working on a letter of support for Fullerton College students regarding the current issue concerning Trustee Bent.

ADJUNCT FACULTY UNITED REPORT

Tonya Cobb shared that ADFAC has signed a Covid Spring 2021 MOU. The next executive board meeting will be on November 20, and an unemployment workshop is being planned. She reminded PAC the BLM Taskforce now has an Instagram account.

CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION (CSEA) REPORT

Temperance Dowdle shared that CSEA is continuing to take nominations for E-Board, and elections will be held soon.

UNITED FACULTY REPORT - Christie Diep was unable to attend.

DMA (DISTRICT MANAGERS ASSOCIATION) REPORT

Lisa Gaetje read a letter from DMA president, Lisa McPheron, regarding micro-aggressions, and DMAs support of Fullerton College students.

ACTION ITEMS: None

Meeting adjourned at 2:25 pm