



## PRESIDENT'S ADVISORY CABINET

April 13, 2023 - 1:00 p.m.

### Approved Minutes

**PRESENT:** JoAnna Schilling (Pres), Stephen Schoonmaker (VPAS), Kathleen Reiland (VPI), Paul de Dios (VPSS), Marc Posner (DirCampCom), Kathleen McAlister (AcSen), Marcie Kagawa (CSEA), James C. Bunker (AdFac), Jesse Chang (Assoc Students), Angela Haugh (CSEA), Ashley Berry (CS), Fola Odeunmi (UF), Treisa Cassens (DMA)

**ABSENT:** Bryan Ventura (Dir IRP), Damon de la Cruz (AcSen), Stephanie Rosati (AcSen), Christie Diep (UF)

**GUEST:** Howard Kummerman (Foundation)

**RECORDER:** Kristi Valdez, Executive Assistant

#### REVIEW OF MINUTES

**VOTE:** The committee approved the February 9, 2023 minutes with no corrections made.

#### PRESIDENT UPDATE

Presidential Scholars of Distinction were announced, including PAC member Jesse Chang, who is the Presidential Scholar of Distinction for the Business Department. All have been invited to the President's Reception where they will be honored along with the Outstanding Graduate of the Year, Faculty & Charger of the Year, Alumnus of the Year, OC Teacher of the Year Nominee, and Faculty Retirees.

A brief update on our student housing application for \$73M of state funding was provided. Cypress ranked 8th out of 21 projects. If the legislation that set this in motion is honored and the funding is there, we should be in a good position. We hope to hear a decision before the end of May. Stephen Schoonmaker pointed out that a third round of applications are due July 1, 2023. Cypress will be applying again for the same project to keep our place in line.

Because of the potential threat to our network security, not allowing TikTok on our network is under serious consideration by District IT. If instructors are using TikTok, it can be embedded in Canvas or their presentations. Kathleen Reiland was asked to relay this information to Academic Senate. A final decision has not been made yet because District IT wanted to allow time for discussion first.

The Accreditation Steering Committee is working hard at reviewing the drafts that have been submitted. The committee has peer-reviewed standards one and two. At the next meeting, standards three and four will be reviewed. Dr. Schilling

complimented Accreditation Chair Jill Bauer and Accreditation Liaison Bryan Ventura on the amazing job they have done as they work to make the changes requested of us by ACCJC. They are hoping to have a draft done by the end of this semester, will continue working on it over the summer, and then start taking it through shared governance in the fall. The submission date is December 15, 2023.

## **VPSS UPDATE**

Reminder that Commencement is on Friday, May 19, 2023, at 4 p.m. Everyone is asked to line up near the pond at 3:45 p.m. An email will be going out soon to faculty about regalia rental for Commencement.

A Star Wars themed Commit2Cypress will be held Thursday, May 4, 2023, at 4:30 p.m. Students will be signing their promise agreements and can get two years of free tuition beginning in the fall.

Cypress is applying for a five-year AANAPISI (Asian American, Native American, Pacific Islander Serving Institution) grant totaling about \$1.75M. We will also be attending the APAHE (Asian Pacific Americans in Higher Education) conference at the end of April and attending a workshop on grant submission. Only 12 grants will be awarded throughout the country. Our spring opening day speaker, Dr. Teranishi, has been working with our writing team to help us develop a competitive grant with a focus on mental health for our AAPI students.

## **VPI UPDATE**

The Curriculum Committee reviewed two curriculum management software programs: CourseLeaf and curriQunet META. They wished both programs were better, but are leaning towards META because onboarding would be easier. At the DCCC meeting that was held today, Fullerton College unequivocally wants CourseLeaf, and NOCE is not sure. Cypress is looking to speak to the 12 California colleges currently using CourseLeaf to ask for recommendations. Kathleen Reiland is also pushing to have one more demo from CourseDog. CourseLeaf and META will provide videos and a sandbox to allow us to play with the program. It is still being determined who will be voting on the program that will be purchased and how votes will be weighted.

In regards to online degrees, we plan to be in the CVC in the fall, but a small issue came up with our data requiring some reprogramming. We also met with Dr. Cherry Li-Bugg to discuss making sure that we get through the POOCR assessment and that we have our courses ready to go. If a course has been through the POOCR assessment, they rate higher in the CVC, so it's more likely that we will get enrollment from that. Kathleen suggested to Cherry that we pay people, similar to what we're doing for CORE. Cherry thought that was a great idea and that it would increase participation. People doing the evaluations will also be paid. Cherry is putting together a proposal for Chancellor's Staff on that. It is going to be approximately \$1,000 for the first course, \$750 for the second, \$500 for the third. Discussion is also being had about wanting to compete with some of the proprietary schools that are advertising online degrees. We were thinking about identifying the top 10 degrees that can be obtained from Cypress online. After some preliminary work, we think it can be done,

but will need to talk to the relative departments and see if they can actually support those online classes for fall.

## **VPAS UPDATE**

Preliminary information on our 2023-24 budget was presented. The total preliminary budget for Cypress College is \$84,221,821. With expenses and contingencies included, it is just under \$89M. Cypress expenditures are 105.61% of our revenues – over, but by less than FC, NOCE and District. As a whole, the District is expending 112.41% of its revenue. Personnel accounts for 93% of our budget and 7% is other expenses. Student Centered Funding Formula (SCFF) funding gives us an additional \$9.9M. Budget Managers will receive their budget planning documents tomorrow and meetings will be scheduled to review and discuss their budgets. Budget requests are due May 1 and will be reviewed by PBC on May 4. The budget requests will be brought to PAC on May 11 to provide a brief overview of how the tentative budget is put together. The preliminary budget is due to the District in June with the final budget determined in September.

A debrief on the recent Active Shooter event was provided. The event was successful with good participation. There were a few small glitches in communication to people that were not coded in the database as Cypress College employees. This issue is being corrected.

## **CYPRESS COLLEGE FOUNDATION UPDATE**

Americana 2023 was the most successful event ever with 600 people in attendance and over \$200K raised.

The Foundation Scholarship Awards Ceremony will be held on Friday, May 12, 2023 at 3:30 p.m. Invitations will be sent tomorrow. Over 600 scholarship applications have been received with approximately \$300K in scholarships to be awarded at this event. The scholarship review committee is still looking for raters; anyone interested in participating should contact Howard Kummerman.

The 8th Annual Yom HaShoah event will be held on April 26, 2023, at 7 p.m. in the Campus Theater. The event is sold out, but everyone is still encouraged to register if they would like to attend to get their name on the waitlist in case of no-shows or cancellations.

## **ASSOCIATED STUDENTS (AS) REPORT**

Associated Students recently participated in the SSCCC General Assembly. Three resolutions were sponsored by Cypress College, and they were all passed. We also had our Faculty/Staff vs. Student softball game, and it was a great success.

## **DISTRICT MANAGERS ASSOCIATION (DMA) REPORT**

The DMA spring meeting is going to be held the morning of Friday, May 12, 2023. Associate Vice Chancellor HR Julie Kossick has been asked to speak about the NOCCCD process for remote employees and will hopefully offer some hints on managing that. District Director Grants Lisa King is also being asked to do a presentation about grants as a further point of budget for any managers.

## **ACADEMIC SENATE REPORT**

No report at this time.

## **UNITED FACULTY (UF) REPORT**

UF is concerned about Julie Kossick's directive to managers to violate the MOU that was recently approved. UF is working with legal and waiting to receive a copy of the contract that the District entered into with American Fidelity regarding giving them personal information.

## **ADJUNCT FACULTY UNITED (ADFAC) REPORT**

AdFac is very excited with their negotiations with the District regarding healthcare for faculty that are teaching over a 40% load.

## **CLASSIFIED SENATE**

Classified Senate is putting together a classified staff training week (June 5-9, 2023) available to classified employees across the District including an accessible documents training, strengths finder workshop, Banner training, and a Caring Campus presentation on some of the projects they are working on. Managers are encouraged to ask their classified employees to sign up for as many trainings as they can. JoAnna also mentioned the Classified Appreciation Luncheon that will be put on by the president's office on June 7, 2023.

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

CSEA members will be sent a poll to determine what they would like to see negotiated in the spring in addition to the hybrid work option. Fullerton College Professional Development will be providing an hour long webinar next week about pronouns that anybody can attend. CSEA is also looking forward to the results of the IT Job Family Study Project soon.

## **ACTION ITEMS**

Kathleen Reiland will reach out to Academic Senate about the discussion around TikTok on our network.

## **UPCOMING EVENTS**

Earth Week – April 17-21

Black Student Success Week – April 24-28

State of the College at Board Meeting – April 25

Yom HaShoah – April 26

Commit2Cypress – May 4

Athletics Hall of Fame Induction – May 11

President's Reception and Commencement – May 19

**Meeting adjourned at 2:04 p.m.**