



## PRESIDENT'S ADVISORY CABINET

April 14, 2022 - 1:00 p.m.

### Approved Minutes

**PRESENT:** JoAnna Schilling (Pres), Alex Porter (VPAS), Paul de Dios (VPSS), Marc Posner (DirCampCom), Damon de la Cruz (AcSen), Craig Goralski (AcSen), Zola Aponte (CSEA), Layal Lebdeh (AdFac), Sydney Pike (Assoc Stud), Ashley Berry (CSEA), Fola Odebunmi (UF); Temperence Dowdle (CSEA), Angela Haugh (CSEA), Lisa Gaetje (DMA)

**ABSENT:** Kathleen Reiland (VPI), Bryan Ventura (Dir IRP)

**GUESTS:** Simone Brown Thunder, Bryan Seiling

**RECORDER:** Kristi Valdez, Executive Assistant

#### REVIEW OF MINUTES

**VOTE:** The committee approved the March 10, 2022 minutes with no corrections made.

#### PRESENTATIONS

Bryan Seiling provided a program review presentation covering the steps in the program review process. Covid has a definite impact on fill rates and cancelled classes. There has been a slow return to normal with more in-person classes pointing to what the post-Covid campus will look like. The use of synchronous remote classes in the future was discussed as another way to meet student needs. DEI has been a central focus of the program review process. Three DEI questions that were formerly in an addendum are now in a DEI section. DEI framework added to the review form will allow people to use it as a metric as to how they're doing. JoAnna Schilling asked that before any DEI material is embedded in the presentation it is reviewed first with the DEI Framework subcommittee. The global commendations include innovation in meeting student needs, diversity work, and CORE (Cypress course redesign). On-going global recommendations are distance ed support, reexamination of reassigned time, adjunct participation in SLOs, and marketing and outreach. New global recommendations include full department participation in the process, CORE participation, improving campus wi-fi and internet, and providing time for new class enrollment to grow. The budget requests are full-time faculty and classified support, increase in material/supply budget, funding DE and the theater, Core funding, and DEI work.

Simone Brown Thunder provided a job family structure project update. Job family project steps and the timeline covering the rest of 2022 were covered, as were the changes in the way job descriptions are currently prepared and how the process will change going forward. Job family structures move people into broad job families with

clearly defined career paths, align the job classification with external market trends and internal equity, and ensure that the classification matches the work being done. The job family structure also creates a more efficient administrative process for HR to administer job classification and compensation, provides a foundation for strategic workforce planning and development for the district, and incorporates a consistent compensation review process.

## **PRESIDENT UPDATE**

**VOTE:** A vote was taken to approve virtual meetings through the month of May. It was approved by the committee.

Marc Posner provided an update on the presidential scholars of distinction for each division and background information on why they were selected.

The Board of Trustees voted to have a vaccine booster mandate. The current vaccine mandate will stay in place through the summer. All are required to have a vaccination record uploaded or an exemption. By August 15, 2022 employees and students will be required to have a vaccination and booster record uploaded or an approved exemption. On-campus students will not be prohibited from enrolling if they do not have their booster but will continue to be prompted to get it. For people not eligible for the booster, they have a grace period until December 31, 2022. There will be a vaccination clinic on April 28 with additional clinics held in the summer.

Flexible work schedule discussions will be held over the summer with classified employees. Damon de la Cruz was asked to provide names of senators that would be interested in meeting once or twice in the summer. Professional expert pay will be provided to them.

On October 27 and 28, 2022, there will be a two-day, all campus meeting at UCLA Lake Arrowhead Center to discuss the post-pandemic workplace.

## **VPAS UPDATE**

PBC continues discussion on the classification position prioritization. The forms were approved at the last PBC meeting. Budget templates for 22-23 were sent to the divisions and are due back by Friday April 22, 2022. There will be a virtual district-wide budget forum on April 26, 2022 at 3:30 p.m. At the last CBF meeting, they discussed the use of the \$8M in one-time funds, specifically those funds that had been reserved for the student center funding formula that is no longer needed. They are looking at how to use these funds to increase enrollment.

## **VPSS UPDATE**

Commencement will be held Friday, May 20 starting at 4 p.m. Paul de Dios provided an overview of event logistics. The procession will start in the pond area, go across the bridge and down to the Fine Arts gallery. Gary Gopar and his band will be providing music from the 3<sup>rd</sup> floor patio of the CCCPLX. Recessional will be back to the pond area. Gateway Plaza and the pond area will be well lit. A.S. will be hosting a reception for the graduates. Joseph Shonkwiler will be sending an email soon regarding renting regalia.

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

Adjunct Faculty United has been growing rapidly over the past 12 months with 72 new membership forms received since the start of the semester. Membership is 68% of adjuncts in the district, up from 56% this time last year. AF is campaigning to ensure the CA state legislature approves the Governor's \$200M on-going budget proposal to fund healthcare for adjuncts. That would be a 400% increase from current levels. AF supports AB-1752 which would create pay-parity for adjuncts if passed. Right now, adjuncts make disproportionately less compared to our full-time counterparts. AF is scheduled to negotiate paid office hours starting in April and firmly believes in paying adjuncts equitably to hold office hours. This would support student success and would be a fair labor practice. Upcoming AF events include: Spring Into Action picnic on April 3 at noon at Craig Regional Park, weekly membership committee meetings, an EDD clinic on May 6, and union elections in May.

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

Due to the departure of DMA President Ty Volcy from the district, Raine Hambly will be starting her role as the new DMA president early. The recent DMA meeting covered speakers and flexible work schedules.

## **ACADEMIC SENATE REPORT**

Chancellor Breland joined the last Academic Senate meeting on March 31. Discussion included working on the constitution and by-law revisions, the DEI anti-racism ombuds, and the BP/AP 7600 regarding Campus Safety Officers. The Senate would like to have input on BP/AP 7600. Alex Porter said that he and Craig Lee would be happy to attend a future Senate meeting to discuss this with them. Damon agreed to reach out with a date for them to attend. Dr. Schilling stated that a thorough review will happen prior to implementation of this BP/AP.

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

UF signed a tentative agreement with the district. It was noted that the actual cost is between \$5-6M, not \$30M as reported at the CBF meeting due to the State of California covering the cost of COLA.

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

CSEA met with the Chancellor and expressed their interest in a hybrid work schedule. Nominations are being accepted for delegates to attend the CSEA regional conference in July 24-28. A Classified Senate is being formed. Anyone nominated for any of the positions and accepted to run provided a presentation. These presentations will be going out as a recording to all classified staff. Voting results will be announced next week.

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

Sex Day will be held in front of the student center on March 28 from 11:30 a.m.–2:30 p.m. to help destigmatize conversations around sex. A WorldFest event was held on April 13 from 11:30 - 2:30 with approximately 14 clubs participating and representing a country of their choosing. Associated Students has also started a broadcast platform to share news with students about updates, events, and resources on campus. A broadcast will be posted every other week through videos uploaded on the

Associated Students YouTube channel. Members of the Council are traveling to Sacramento to represent Cypress College at the annual SSCCC General Assembly. The Council attended leadership workshops and delegate, Alejandra Bautista, voted on proposed resolutions on behalf of our college and students. Cypress A.S. also sponsored a resolution about the implementation of wellness centers on community college campuses written by VP of Student Organizations, Kisha Mehta. Student Trustee, Meena Pandian, attended the Pre-Kick Off for the Anti-Racism campaign held on March 31 and said a few words on behalf of the A.S. council. The Student Symposium on Student Engagement and Empowerment was held on April 7 with Sydney Pike and Meena Pandian moderating. AS will be grilling Beyond Meat burgers for the Earth Week movie night screening of The Biggest Little Farm on April 21.

### **REQUESTS FOR FUTURE AGENDA ITEMS**

None at this time.

### **ACTION ITEMS**

Damon de la Cruz will reach out to Alex and Craig with a date to attend an upcoming Senate meeting. He will also provide names of senators that would be interested in meeting once or twice in the summer to participate in flexible work schedule discussions.

**Meeting adjourned at 2:43 p.m.**