##### PRESIDENT’S ADVISORY COUNCIL

##### MINUTES

##### November 29, 2023

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| **Location: 410-1020 A and B and Zoom Time: 3:05–5:05 p.m.** |
| **Council Members:**   |  |  |  |  | | --- | --- | --- | --- | | Martha Garcia, Chair | Tania Anders | Tamra Horton | Juan Mendoza | | Madelyn Arballo | Allie Frickert | Rosa Asencio | Dani Silva | | Koji Uesugi | Roger Willis | George Gutierrez |  | | Rosa Royce | Raul Madrid | Yvette Garcia |  | | Mica Stewart | Emily Woolery | Jose Ramirez | Yadira Santiago (Notes) | Dale Vickers | | **Guests:** |  |  |  |  | | George Bradshaw | Patty Quinones | Carol Nelson |  |  | | Michael Carr | Sylvia Ruano | Eera Babtiwale |  |  | |

1. **Opening Items**
2. Call to Order

The meeting was called to order at 3:05 p.m.

1. **Approval of Minutes**
2. Approval of Minutes of the PAC Meeting for September 27, 2023

The + will be added to all mentions of DEISA in the minutes. Dr. Garcia will work with Yadira to clarify and update the second paragraph in 3.04 regarding CCLC and the Vision Plan.

Motioned, seconded, and approved, as corrected.

* 1. Approval of Minutes of the PAC Meeting for October 25, 2023

Correction in 7.08 spelling of “career” and the date from October 1 to October 26.

Motioned, seconded, and approved, as corrected.

1. **Action Items – Administrative Procedures**

3.01 Administrative Procedure 2365 – Recording (First Reading)

This AP was presented for first reading.

Motioned, seconded, and approved.

3.02 Administrative Procedure 4024 – Units-to-Contact-Hour Relationship (First Reading)

This AP was presented for first reading.

Motioned, seconded, and approved.

3.03 Administrative Procedure 4050 – Articulation (Final Reading)

This AP was presented for first reading.

Motioned, seconded, and approved; final reading will be postponed until the Academic Senate reviews the revised AP.

3.04 Administrative Procedure 5400 – Associated Students (First Reading)

This AP was presented for first reading.

Motioned, seconded, and approved.

3.05 Administrative Procedure 2712 – Conflict of Interest Code (Final Reading)

This AP was presented for final reading.

Motioned, seconded, and approved.

3.06 Administrative Procedure 4051 – Course Equivalencies and Variances (Final Reading)

This AP was presented for final reading.

Motioned, seconded, and approved with one abstention with amendment of the addition of the definition of “Regionally Accredited” added to the end of the AP.

3.07 Administrative Procedure 5300 – Student Equity (Final Reading)

This AP was presented for final reading.

Pulled by Academic Senate for additional review.

1. **Action Items – Board Policies**

4.01 Board Policy 5400 – Associated Students Organization (First Reading)

This BP was presented for first reading.

Motioned, seconded, and approved.

4.02 Board Policy 5410 – Associated Students Elections (First Reading)

This BP was presented for first reading.

Motioned, seconded, and approved.

4.03 Board Policy 6150 – Designation of Authorized Signatures (First Reading)

This BP was presented for first reading.

Motioned, seconded, and approved with the additional strikeout of “Employment Contracts” in the Vice President, Human Resources bullet.

4.04 Board Policy 4285 – Credit for Prior Learning (Final Reading)

This BP was presented for final reading.

Motioned, seconded, and approved.

4.05 Board Policy 5030 – Fees (Final Reading)

This BP was presented for final reading.

Motioned, seconded, and approved.

1. **Action Items – Purpose and Function Statement Review**
   1. Accreditation Steering Committee Purpose and Function Statement Review

Motioned, seconded, and approved.

* 1. Assessment and Matriculation Committee Purpose and Function Statement Review

This item was pulled to go through Academic Senate approval.

* 1. Basic Needs Committee Purpose and Function Statement Review

Motioned, seconded, and approved with a recommendation to add one classified representative appointed by CSEA 262.

* 1. Budget Committee Purpose and Function Statement Review

Motioned, seconded, and approved with a recommendation to add a School of Continuing Education representative appointed by the Vice President of the School of Continuing Education.

* 1. Campus Equity and Diversity Committee Purpose and Function Statement Review

Motioned, seconded, and approved.

* 1. Climate and Environmental Justice Committee Purpose and Function Statement Review

Motioned, seconded, and approved.

* 1. Curriculum and Instruction Council Purpose and Function Statement Review

This item was pulled to go through Academic Senate approval.

* 1. Distance Learning Committee Purpose and Function Statement Review

This item was pulled to go through Academic Senate approval.

* 1. Educational Design Committee Purpose and Function Statement Review

This item was pulled to go through Academic Senate approval.

* 1. Employee Wellness Committee Purpose and Function Statement Review

No action taken. This item will be moved to the next meeting agenda.

* 1. Facilities Advisory Committee Purpose and Function Statement Review

No action taken. This item will be moved to the next meeting agenda.

* 1. Health and Safety Committee Purpose and Function Statement Review

No action taken. This item will be moved to the next meeting agenda.

* 1. Information Technology Advisory Committee Purpose and Function Statement Review

No action taken. This item will be moved to the next meeting agenda.

* 1. Institutional Effectiveness Committee Purpose and Function Statement Review

No action taken. This item will be moved to the next meeting agenda.

* 1. Outcomes Committee Purpose and Function Statement Review

This item was pulled to go through Academic Senate approval.

* 1. Planning for Institutional Effectiveness Committee Purpose and Function Statement Review

No action taken. This item will be moved to the next meeting agenda.

* 1. Professional Development Council Purpose and Function Statement Review

No action taken. This item will be moved to the next meeting agenda.

* 1. Strong Workforce Advisory Committee Purpose and Function Statement Review

No action taken. This item will be moved to the next meeting agenda.

* 1. Student Equity Committee Purpose and Function Statement Review

This item was pulled to go through Academic Senate approval.

* 1. Student Preparation Equity and Achievement Committee Purpose and Function Statement Review

This item was pulled to go through Academic Senate approval.

* 1. VOICES Committee Purpose and Function Statement Review

No action taken. This item will be moved to the next meeting agenda.

1. **Action Items – Committee Goals and Progress Review – Columns 1 and 2**
   1. Accreditation Steering Committee Goals and Progress Review

No action taken. This item will be moved to the next meeting agenda.

* 1. Assessment and Matriculation Committee Goals and Progress Review

No action taken. This item will be pulled from the Agenda to go through Academic Senate approval.

* 1. Basic Needs Committee Goals and Progress Review

No action taken. This item will be moved to the next meeting agenda.

* 1. Budget Committee Goals and Progress Review

No action taken. This item will be moved to the next meeting agenda.

* 1. Campus Equity and Diversity Committee Goals and Progress Review

No action taken. This item will be moved to the next meeting agenda.

* 1. Climate and Environmental Justice Committee Goals and Progress Review

No action taken. This item will be moved to the next meeting agenda.

* 1. Curriculum and Instruction Council Goals and Progress Review

No action taken. This item will be pulled from the Agenda to go through Academic Senate approval.

* 1. Distance Learning Committee Goals and Progress Review

No action taken. This item will be pulled from the Agenda to go through Academic Senate approval.

* 1. Educational Design Committee Goals and Progress Review

No action taken. This item will be pulled from the Agenda to go through Academic Senate approval.

* 1. Employee Wellness Committee Goals and Progress Review

No action taken. This item will be moved to the next meeting agenda.

* 1. Facilities Advisory Committee Goals and Progress Review

No action taken. This item will be moved to the next meeting agenda.

* 1. Health and Safety Committee Goals and Progress Review

No action taken. This item will be moved to the next meeting agenda.

* 1. Information Technology Advisory Committee Goals and Progress Review

No action taken. This item will be moved to the next meeting agenda.

* 1. Institutional Effectiveness Committee Goals and Progress Review

No action taken. This item will be moved to the next meeting agenda.

* 1. Outcomes Committee Goals and Progress Review

No action taken. This item will be pulled from the Agenda to go through Academic Senate approval.

* 1. Planning for Institutional Effectiveness Committee Goals and Progress Review

No action taken. This item will be moved to the next meeting agenda.

* 1. Police and Campus Safety Advisory Committee Goals and Progress Review

No action taken. This item will be moved to the next meeting agenda.

* 1. Professional Development Council Goals and Progress Review

No action taken. This item will be moved to the next meeting agenda.

* 1. Strong Workforce Advisory Committee Goals and Progress Review

No action taken. This item will be moved to the next meeting agenda.

* 1. Student Equity Committee Goals and Progress Review

No action taken. This item will be pulled from the Agenda to go through Academic Senate approval.

* 1. Student Preparation Equity and Achievement Committee Goals and Progress Review

No action taken. This item will be pulled from the Agenda to go through Academic Senate approval.

* 1. VOICES Committee Purpose and Function Statement Review

No action taken. This item will be moved to the next meeting agenda.

1. **Discussion Items**
   1. Administrative Procedure 3255 – Participation in Local Decision-Making Workgroup

This item will be moved to the next meeting agenda.

* 1. Review of Mission, Vision Statement, and Core Values

This item will be moved to the next meeting agenda.

* 1. President’s Advisory Council Purpose and Function Statement and Committee Goals Review

This item will be moved to the next meeting agenda.

* 1. Recommendation from Institutional Effectiveness Committee to Modify the Program Review Process (PIE) from an Annual Cycle to a Five-Year Cycle

This item will be moved to the next meeting agenda.

1. **Reports and Committee Updates**
   1. Accreditation Steering Committee

This item will be moved to the next meeting agenda.

* 1. Budget Committee

This item will be moved to the next meeting agenda.

* 1. Campus Equity and Diversity Committee

This item will be moved to the next meeting agenda

* 1. Climate Commitment and Environmental Justice Committee

This item will be moved to the next meeting agenda.

* 1. DEISA+ Council

This item will be moved to the next meeting agenda.

* 1. Facilities Advisory Committee

This item will be moved to the next meeting agenda.

* 1. Information Technology Advisory Committee

This item will be moved to the next meeting agenda.

* 1. Institutional Effectiveness Committee

This item will be moved to the next meeting agenda.

* 1. Police and Campus Safety Advisory Committee

This item will be moved to the next meeting agenda.

* 1. Professional Development Council

This item will be moved to the next meeting agenda.

* 1. Strong Workforce Advisory Committee

This item will be moved to the next meeting agenda.

* 1. Overall Campus Equity

This item will be moved to the next meeting agenda.

1. **Information Items**

9.01 Log Review

**10 Closing Items**

10.01 Adjournment

The meeting adjourned at 5:05 p.m.

10.02 Future PAC Meetings:

December 6, 2023 – 3 p.m.-5 p.m. - Hybrid Zoom and in-person (in-person location TBD)

January 24, 2024

February 28, 2024

March 27, 2024

April 24, 2024

May 22, 2024

June 26, 2024