



## PASADENA CITY COLLEGE MEETING AGENDA and NOTES

**Title of Meeting / Committee Name: College Council**

**Thursday February 22, 2018 10-11:30am**

**Room: G1**

**Chair:**

**Dr. Rajen Vurdien**

**Name of Person Taking Notes:**

Lucky Springfield

### Meeting Notes

In Attendance: Dr. Rajen Vurdien, Carlos Altamirano, Carol Calandra, Cynthia Olivo, Ekaterini Kottaras, Elaine Chapman, Gary Potts, Graciela Caringella, Jeannie Sullivan, Joseph Futtner, Kiely Lam, Mark Whitworth, Shelagh Rose, Terry Giugni, Valerie Foster

Dr. Rajen Vurdien called the meeting to order at 10:00 AM.

#### I. Public Comment on Non-Agenda Items

- None.

#### II. Review and approval of meeting notes from January 25, 2018

- Motion to approve – S. Rose. Second: E. Chapman. Approved.

#### III. INFORMATION ITEMS

##### 1. Superintendent-President's Update – Dr. Rajen Vurdien

- Spring semester started two days ago, as of this morning PCC is at 91% capacity.
- CCILC sent out the simulation on the new funding formula two days ago for all districts. Based on 15-16 data PCC will lose only \$246,000, compared to neighboring districts that may lose millions.
- Funding is based on 50% of FTES, 25% success (graduation, transfer, jobs), and then 25% local economic and workforce conditions.
- It is important to immediately create a task force of faculty and staff to see what we need to be doing as an institution to improve our graduation rate.
- Dr. Sean Harper will be our commencement speaker this year on June 15th. Currently he is the director of a new Center for Equity at USC.
- Trustee Berlinda Brown had a reception honoring the Civil Rights leaders of the 60s and 70s. Dr. Lafayette, Ambassador Andrew Young, and the Mayor of the city of Selma spoke at the occasion.
- In the process of hiring two administrators, one director for HR and one executive director for IT.
- Dr. Storti's last day is on Monday. We will have an interim within the next two weeks. March is a critical month to prepare the budget.



2. Academic Affairs Update – Dr. Terry Giugni

- Up and down the State, Community College enrollments have been dropping over the last year and a half.
- Our enrollments for Spring, as of this morning is 90.89% filled. Enrollments this morning were are 2,740 less than the same time last Spring, about 274 FTS. There has been a small increase in Non-credit enrollments.
- Summer 2017 generated a little over 30 FTS more than Summer 2016.
- Fall 2017 generated 47 more FTS than Fall 2016.
- Winter 2017 generated 106 FTS more than Winter 2016.
- Confident PCC will reach base.
- Stephanie Fleming's name will be submitted to the Board of Trustees meeting tonight for approval as the new Dean of Instructional Support.
- Two more Dean positions are opening. Jim Arnwine is retiring from the Dean of Performing and Communication Arts and Dave Douglas is retiring from the Dean of Natural Sciences.
- Proposed change to Title V, Section 55070, pertaining to credit certificates. Final read goes to the Board of Governors in March. This is to change the unit value for Certificates of Achievement that require approval at the Chancellor's Office.

3. Student Affairs Update – Dr. Cynthia Olivo

- PCC awarded 6,774 students with Federal and State financial aid, 150 more students than the same time last year, close to \$7 million.
- Students were sent text messages to remind them of waitlist procedures.
- Emails were sent to encourage students to contact counselor support.
- Offering training this semester for Early Alert, we need faculty to learn and help retain our students in courses and complete our students.
- Celebrating Black History Month with assortment of events, such as an employee versus student basketball game and the movie Black Panther will be shown on Friday.
- Currently working with a group to look at our completion efforts. We are starting a simulation for auto awarding of degrees and working with students to get feedback as the process is designed.
- Creating new steps to awarding CTE certificates, in hopes of making to the process seamless for students and staff.
- LA County Food bank, encourage staff to inform students they are here all day today.
- Food Pantry Spring hours have been updated on the website.
- Hiring Social Work services Professional Expert and Adjunct Psychologist to respond to the increased needs of our students to obtain psychological counseling and referrals from faculty regarding students experiencing domestic abuse and homelessness.
- Preparing an event to commemorate the 50<sup>th</sup> anniversary of the walkouts in East LA.

4. Business and Administrative Services Update – Dr. Rajen Vurdien

- The Board of Trustees will be approving the PUSD lease today.
- The state has withdrawn the support of 100% for the U Building. The state will only support 50% and they will not contribute to any additional expenses. The District will reconsider up until the May revise and the June final budget.



- Looking forward to presenting another tentative balanced budget for 2018-2019 in May.
5. Standing Committee Report –None

#### IV. NEW ITEMS - DISCUSSION AND POSSIBLE ACTION

1. Rosemead Sub change – C. Kollross
  - C. Kollross and L. Rogacs are working on the Rosemead sub change submission.

#### V. OLD ITEMS - DISCUSSION AND POSSIBLE ACTION

1. AP 7250 Administrator Hiring Procedure – Information only
  - After much discussion, Dr. R. Vurdien's final edit was to keep the original language but provide the Superintendent-President the option to add another committee member.
  - T. Giugni emphasized the wording under 4A, the announcement will go out to "current fulltime employees in the work unit where the acting interim position occurs" to be changed to "the college".
  - T. Giugni highlighted the words under 6B to change "categories" to "questions".
2. AP 5055 Enrollment Priorities (May 2017) – Done, already approved.
3. BP 5010 Admissions (April 2017) – Moved to March agenda.
4. AP 5011 Admission, Concurrent or Dual Enrollment (April 2017) – Pulled.
5. AP 5010 Admission (April 2017) – Pulled.

#### VI. ANNOUNCEMENTS

- The next College Council meeting is moving from 3/15/2018 to 3/22/2018 and will meet in the President's Conference Room.
- Tuesday, March 6<sup>th</sup> there will be a drop-in session to learn about the TRIO programs. They are in jeopardy with President Trump's Prosper Act.

#### VII. ADJOURNMENT

- Meeting adjourned at 11:36 AM.
- Motion to approve – J. Futtner. Second: G. Potts. Approved.