PRESIDENT'S ADVISORY COUNCIL

MEETING NOTES - March 5, 2003

Attendance:
- Christopher O’Hearn, Chair
- Monica Anderson
- Deb Blackmore
- George David
- Mark Fernandez
- Sheryl Hullings
- Ralph Jagodka
- Phil Maynard
- Becky Meza
- Ron Reel
- Terri Smith
- Sharon Valentine
- Robertson Wellen

President O’Hearn called the meeting to order at 3:00 p.m.

1. February 26, 2003 Meeting Notes

President O’Hearn reviewed what was decided at the February 26, 2003 meeting. He reiterated that Council members are not representing a specific constituent group, department, or bargaining unit, but rather the entire institution. The meeting notes were approved as presented.

2. Council Name Change

Following a brief discussion, Council members agreed to change the name of the Council from Leadership Council to the President’s Advisory Council.

**Action Taken:** Name of Council was changed to President’s Advisory Council.

3. Terms of Office for Council Members

There was discussion regarding the need to have staggered terms in order to ensure consistency. It was suggested that current appointments be made for one, two, and three-year terms. Future appointments will all be for three-year terms. Following is a listing of current members’ terms:

1. College President, Chairperson
   - Christopher C. O’Heam (ongoing)
2. Management Representatives
   - Monica Anderson (2002-05)
   - Deb Blackmore (2002-04)
   - Sheryl Hullings (2002-03)
3. Faculty Representatives
   - Ralph Jagodka (2002-03)
   - Phil Maynard (2002-04)
   - Ron Reel (2002-03)
   - Terri Smith (2002-05)
   - Robertson Wellen (2002-04)
4. Classified Staff Representatives
   - Mark Fernandez (2002-04)
   - Sharon Valentine (2002-03)
5. Student Representatives
   - George David (2002-03)
   - Becky Meza (2002-04)
4. **Council Purpose Statement**

With the restructuring of the Council, it was agreed that the purpose/function statements need to be reviewed. A sub-group, consisting of President O'Hearn, George David, Terri Smith, and Sheryl Hullings, will meet and bring suggested changes to the next PAC meeting.

**Action Required:** Sub-group will meet prior to next PAC meeting to review purpose/function statements. This item will be included on the next PAC agenda.

5. **Accreditation Self-Study**

In preparation for the upcoming accreditation visit, President O'Hearn distributed copies of the Accreditation Team report from the last visit in 1998. He reminded Council members that the PAC will serve as the steering committee for the 2004 accreditation visit.

President O'Hearn reviewed the 1998 visiting team’s suggestions and recommendations. During the last self-study, the College did a two-track accreditation self-study with the WASC standards and Baldrige. For this self-study, the College will be doing only the WASC self-study. As mentioned at the last meeting, the WASC accreditation process now consists of four standards, rather than the previous ten. President O'Hearn distributed copies of the new WASC standards. At the next meeting, Monica Anderson and Jane Faulkner will update PAC members on the College’s accreditation mid-term report.

The President said he has a meeting scheduled this Friday with Jane Faulkner, the Accreditation Liaison Officer, and Kerry Stern and Jemma Judd, the self-study co-chairs.

**Action Required:** Copies of the accreditation mid-term report will be distributed prior to the next PAC meeting. This item will be placed on the March 19, agenda for discussion.

6. **Deficit Reduction Plan 2002-03**

President O'Hearn reported that the Board of Trustees approved the 2002-03 Deficit Reduction Plan recommended by the President’s Advisory Council.

President O'Hearn said PAC will ultimately be the body that will recommend a 2003-04 deficit reduction plan.

Monica Anderson distributed proposed cost saving measures from Allan Hancock College. Ohlone College is gathering cost saving ideas from colleges across the state.
7. **Meeting Schedule**

The President’s Advisory Council is scheduled to meet the first and third Wednesdays of each month. In April, the third Wednesday falls during spring recess. It was decided that this item would be placed on the next agenda for further discussion.

---

**Action Required: Include on March 19 PAC agenda.**

8. **Next Meeting**

March 19, 3:00-4:30 p.m., Administration Building, Room 205.

The meeting adjourned at 4:20 p.m.

CCO: dc