COLLEGE PLANNING COMMITTEE (CPC) MEETING Minutes
VENTURA COLLEGE
Wednesday, April 3, 2019
3:45 - 5:00 p.m.
CCCR

Constituency	Representative		Constituency	Representative		Constituency	Representative	
Faculty Co-Chair	Lydia Morales	X	Faculty	Preston Pipal		Classified Supervisor	Sue Royer	X
Classified Co-Chair	Sebastian Szczebiot	X	Faculty	Robert Lawson		Classified Supervisor	Jeanine Day	X
Administrator Co-chair (non-voting)	Philip Briggs	X	Faculty	Sandy Melton	X	Student	Vanessa Luis	X
Faculty	David Young		Faculty	Ralph Fernandez		Administrator	Debbie Newcomb	
Faculty	Eric Martinsen	X	Classified	Jason Robinson	X	Administrator	David Bransky	X
Faculty	Maria Flores	X	Classified	Nan Duangpun				
Faculty	Patty Wendt		Classified	Sarah Mossembekker	X			
Guests:	Damien Peña, Felicia Dueñas (for Debbie Newcomb), Adrian Ponce, Grant Jones, Damon Bell, Lynn Wright, Kim Hoffmans & Sabrina Conola-Sanchez							

Recorder: Felicia Torres

Agenda Item	Discussion Notes	Action?
1. Public Comments	Meeting called to order at 4:03 pm. No public comments	
2. Approval of Agenda – *Action*		S. Melton moved. S. Mossembekker seconded. Agenda approved.
3. Approval of 2/27/2019 Minutes – *Action*		J. Robinson moved. S. Melton seconded. Minutes approved.
4. Committee Evaluation – *Discussion*	The members on this committee should have received and online evaluation. If not, please let P. Briggs know and he will send it to you.	Committee will review at next meeting.

	Evaluation is the same format for all committees. Some may have received more than one. P. Briggs noted the feedback to improve the evaluation process moving forward. Due date to submit online evaluation is April 14th.	
5. Program Review Resource Request Priorities – *Discussion*	P. Briggs displayed the Program Review Resource Requests Final Prioritization spreadsheet on screen. He also showed them how to find it by clicking the link on the CPC committee webpage. The presentation was then turned over to the President and Executive Team to present. Dr. Bell went through the various requests and explained the reasoning for the rankings in detail. He explained where some requests were already completed and what the progress was for other requests. Dr. Bell responded to the questions that were asked during his presentation and facilitated the discussions that followed.	P. Briggs will update spreadsheet and note the items that were approved for funding.
6. Program Review Process Improvements – *Discussion*	P. Briggs explained the each committee uses a rubric to rank the requests. Discussion opened to suggestions: - Need a process where it's more transparent - Need clarity for when things come up after the program review process has closes - Need a more formal process for replacing vacant or new positions; Just-in-time process to inform every one - Make rankings available to programs S. Mossembekker asked if there is a way to work on the description information so that it is more detailed and clear for those reviewing the requests.	
7. Making Recommendations Document Update – *Discussion*	P. Briggs said that the subcommittee is very close to having a final draft. To get it through the committee channels, it ideally requires 2 meetings.	

8. CPC Charge – *Action*	Tabled due to time constraint.	

9. Committee Reports
    a. ASVC
 	
    b. Budget Resource Committee
 	
    c. Academic Senate
 	
    d. Classified Senate
 	
    e. College Outcomes Group
 	
    f. Student Success Committee
 	
    g. Guided Pathways
 	
    h. Accreditation Advisory
	No reports given due to time constraint.	

10. Adjournment	Meeting adjourned @ 5:20 pm Next meeting: There will be on agenda item at the next meeting on 5/1 @ 4pm (special meeting)	Felicia to send meeting request.