

COLLEGE PLANNING COMMITTEE (CPC) MEETING MINUTES
VENTURA COLLEGE
Wednesday, October 23, 2019
3:45 - 5:15 p.m.
CCCR

Constituency	Representative		Constituency	Representative		Constituency	Representative	
Faculty Co-Chair	Lydia Morales	X	Faculty	David Young		Classified Supervisor	Sue Royer	X
Classified Co-Chair	Sebastian Szczebiot	X	Faculty	Maria Flores	X	Classified Supervisor	Jeanine Day	
Administrator Co-chair (non-voting)	Phillip Brigs	X	Faculty	Heather Aguilar	X	Student	Michael Schouten Jasmin Martin	X
Faculty	Ryan Petitfils	X	Faculty	Vacant Robert Lawson		Administrator	Debbie Newcomb	X
Faculty	Sandy Melton		Classified	Jason Robinson		Administrator	Jesus Vega	X
Faculty	Ralph Fernandez	X	Classified	Nan Duangpun	X			
Faculty	Preston Pipal		Classified	Sarah Mossembekker	X			
Guests	Danien Peña, Kim Hoffmans, Lynn Wright,							

Recorder: Felicia Torres

Agenda Item	Discussion Notes	Action?
1. Public Comments	Added Public Comments to agenda. Welcomed student rep, Jasmin Martin.	
2. Approve Agenda	Correct Phillip's name. Add another L to his name.	S. Mossembekker moved to approve. J. Vega seconded. Agenda approved with corrections.

<p>2. Approve Minutes</p> <ul style="list-style-type: none"> • 9/25/19 	<p>Correct Phillip’s name. Add another L to his name.</p> <p>No change to minutes</p>	<p>S. Szczebiot moved to approve the September minutes. S. Royer seconded.</p> <p>Minutes approved with comments and corrections.</p>
<p>3. Executive Team Update (5 min)</p>	<p>Announcement by President Hoffmans. VC in the process of recruiting for VP of Academic Affairs position. It is open through November 3rd. The hiring committee is hoping to get it done soon, so that the selected candidate may start right away. The sister colleges, MC & OC, are also recruiting for the same position, but VC will have first pick from the list.</p> <p>VC will also be the first college to roll out the new emergency system. The app will be downloaded from your phone and will also be for students. Phase I & II expected to be implemented soon. Training will begin the week of Thanksgiving. Looking to have the most comprehensive system on campus.</p> <p>S. Royer added that the training days are November 19, 20, and 21 for 45 minutes per session. Only one training will need to be attended. There should be 17 different opportunities. Calendar invites will be sent out and emails will go out with more information. This is a huge project.</p> <p>Discussed various aspects with the system and the effects to students. K. Hoffmans facilitated the discussion.</p> <p>Announcement made re: new hires – Registrar, starting Nov. 4th, Gabriella Acuna Assistant Registrar, starting Oct. 28th, Sarah Mossembekker</p>	
<p>4. CPC Items</p> <ul style="list-style-type: none"> • Action Items <ul style="list-style-type: none"> ○ Form for Operational Committees and Advisory Groups to submit recommendations to CPC • Discussion Items 	<p>P. Briggs reviewed the committee structure located in the Participatory Governance Handbook.</p> <p>Discussed the recommendations process and which form to give to the committees. P. Briggs presented the form on the screen and discussed it in length. He made changes and facilitated the discussion that followed.</p> <p>A question regarding “quorum” was raised and a discussion ensued. The tri-chairs</p>	<p>S. Szczebiot moved to approve the form as discussed and reworded. L. Morales seconded.</p> <p>Discussion: L.</p>

<ul style="list-style-type: none"> ○ Committee co-chair training ○ Strategic Plan Evaluation ○ Program Viability Task Force 	<p>facilitated the discussion and more changes were made to the form. The decision to attach the minutes from the recommending committee to the form was made.</p> <p>This group to decide if we are taking recommendations and moving it forward.</p> <p>P. Briggs presented the intent of the discussion items and asked for volunteers for each:</p> <ol style="list-style-type: none"> 1. Committee co-chair training - S. Royer, S. Mossembekker, and M. Flores 2. Strategic Plan Evaluation – J. Martin, H. Aguailar, and S. Szczebiot 3. Program Viability Task Force – L. Morales, N. Duangpun, Ryan Petitfils and P. Briggs 	<p>Morales wants it to be clear, adjustments made</p> <p>Form approved unanimously.</p>
<p>5. Accreditation Steering Advisory Group</p> <p>Action Items - None</p>	<p>S. Szczebiot said they are moving along.</p> <p>The committee is currently working on preparing the midterm report and the progress at VC from the last accreditation visit. The next visit is in 2023.</p>	
<p>6. Budget Resource Committee Action Items</p> <p>Action Items - None</p>	<p>S. Royer reported that C. Bojorquez has been going over the different funds with the committee. She has been walking them through the different sources and how the FOAPs work. The meeting was very informational. There is no new information to share regarding the allocation model.</p>	
<p>7. Guided Pathways Committee</p> <p>Action Items - None</p>	<p>S. Szczebiot reported. There were no action items at this time, but they expect to have some in the next two months. They expect to have a committee vote on the Adoption Assessment Report and then move it through the process.</p> <p>It is planning to have a round table session on Dec 3rd in Guthrie Hall at 2pm.</p> <p>The Spring Retreat planning will convene really soon.</p>	
<p>8. Student Success Committee</p> <p>Action Items - None</p>	<p>D. Peña reported that they worked on and completed their goals. It is still just a rough draft.</p>	
<p>9. Governance Committee Updates</p> <ul style="list-style-type: none"> ● Academic Senate ● Associated Students of VC 	<p>L. Morales reported on Academic Senate. P. Briggs and K. Hoffmans attended the last meeting to talk about the FTEF allocation model. The discussion lasted approximately 90 minutes. They are still discussing it. The Senate had other action items to get through. They have a part-time faculty serving on the Senate for the first time, Greg Cooper, Photo. There was a discussion regarding Professional</p>	

<ul style="list-style-type: none"> Classified Senate 	<p>Development. There was a discussion about Starfish and Canvas. They are not in favor of it. The Senate will continue to look at the AP 27 process. S. Royer and G. Jones are set to attend the next AS meeting on Nov 7th to talk about the emergency meeting.</p> <p>J. Martin reported on ASVC. They are planning a visit to Sacramento. The next General Board meeting is next Tuesday.</p> <p>S. Szczebiot reported on Classified Senate. It will be meeting in two weeks and voting on the Classified Professional Development charge, goals and responsibility. The sub-committee has been meeting. It is a fun and positive group. Many great ideas to bring PD to Classified Professionals on campus being discussed and considered. Halloween contest event in full swing. P. Blair from DAC will join our next meeting to talk about the new website and other visitors will join us as the year goes on.</p> <p>Announcement: AB705 roundtable. This is a new law which says that anyone can start at the transfer level Math and English courses, but the state hasn't finished their recommendation. More information will be provided at the roundtable.</p>	
<p>10. Adjourn</p>	<p>The November meeting was moved to the 3rd Wednesday, due to the 4th Wednesday being right before Thanksgiving break and we will overlap with another committee by 15 minutes on the 20th.</p> <p>Next Meeting: November 20, 2019</p> <p>Adjourn: 5:07pm</p>	