

COLLEGE PLANNING COMMITTEE (CPC) MEETING MINUTES
VENTURA COLLEGE
Wednesday, November 29, 2017
3:30 - 5:00 p.m.
CCCR
Approved 1/24/18 Mtg

Voting Members						Non-Voting Members			
1	Faculty Co Chair	Lydia Morales	X	Classified – President	Pamela Yeagley		Administrator - President	David Keebler (Interim)	X
2	Faculty	Ryan Petitfils	X	Classified	Sarah Mossembekker	X	Administrator - Co chair Dean	Philip Briggs	X
3	Faculty	Marian Carrasco Nungaray		Classified	Jason Robinson	X	Administrator - VP	Kim Hoffmans	
4	Faculty	Will Cowen		Classified	Sebastian Szczebiot		Administrator - VP	Damien Peña	X
5	Faculty	Patty Wendt		Classified – Alternate	Nan Duangpun	X	Administrator - VP	Cathy Bojorquez	
6	Faculty	Eric Martinsen		Student – ASVC, Vice President	Jessica Perez		Administrator - Asst. Dean	David Bransky	X
7	Faculty	Sandy Melton	X	Student – ASVC, Inter-Club Council President	Tatiana Juarez	X	Administrator - Dean	Felicia Dueñas	
8	Faculty	Preston Pipal	X	Student – ASVC, Student Representative	Marleen Delgado		Administrator - Dean	Tim Harrison	
9	Faculty	Robert Lawson		Supervisor	Alma Rodriguez		Administrator - Dean	Dan Kumpf	
10	Faculty	David Young		Supervisor	Jeanine Day	X	Administrator - Dean	Gwendolyn Lewis-Huddleston	X
							Administrator - Dean	Debbie Newcomb	
Guests							Administrator - Dean	Lynn Wright	X
				Classified	Andrea Rambo	X	Title V - Velocidad	William Hart	
				Supervisor	Grant Jones	X			

Agenda Item	Discussion Notes	Action?
1. Public Comments	<p>Meeting began @ 3:37pm. - quorum met.</p> <p>Public comments: Damien announced that VC would be hosting many High School counselors on Dec 1st for the 17th Annual High School Counselor Exchange. They will be from around the county and visiting our campus as an outreach effort to our campus. He also announced that VC will be hosting a “Men of</p>	

	<p>Color workshop". RSVPs are still open and would love to have as many people there as possible.</p> <p>Phil was asked to give some information to the committee regarding Guided Pathways. He distributed a couple of handouts and explained them to those in attendance.</p>	
<p>2. Approval of 11/29/2017 Agenda - <i>Action</i></p>		<p>J. Day moved to approve the agenda. R. Petitfills seconded. No changes made and agenda accepted.</p>
<p>3. Approval of 10/25/17 Minutes - <i>Action</i></p>		<p>L. Morales moved to approve the minutes. S. Mossembekker seconded. No changes, 11/29 minutes approved.</p>
<p>4. Accreditation Follow-Up Report - <i>Action</i></p>	<p>Most recent report distributed. L. Wright presented the information and facilitated the discussion that followed.</p> <p>Lynn explained that the ACCJC will vote to change the standard of the recommendation, so the response may be moot; however, it is still important to respond by March. The template was created for all three colleges. The most current tracked changes are coming from Classified Senate and some from the Academic Senate. The Academic Senate expects to vote on it during their December meeting. The goal is to send it to the board in January, because it is due in March.</p> <p>Andrea said it is on the board agenda for January. It is important to make sure that the response continues through the shared governance process and that we are making sure we are accurate in what we say.</p>	<p>Lydia moved to approved the Accreditation Follow-Up Report draft as it is and has gone through the process as it has been described. Jason seconded.</p> <p>Motion passes, draft is approved.</p>

<p>5. Strategic Plan Task Force Update – <i>Discussion</i></p>	<p>P. Briggs provided a brief update on the Strategic Plan draft, which was sent out via email. He presented and facilitated the discussion that followed.</p> <p>The plan has been distributed/presented to the major governance committees: Classified Senate, Academic Senate and ASVC. He asked that each group submit feedback through the online ink that was sent via email. The Strategic Plan Task Force will meet again on December 11th and will incorporate the changes that are due by the December 8th. It will then be sent out again to the campus in January and go through the formal approval process during the spring semester.</p>	
<p>6. Making Recommendations Document Review – <i>Discussion</i></p>	<p>Handout #5 - Making Recommendations Document, pgs. 1-15</p> <p>The document can be found on the website and is a little buried, so P. Briggs will work on making it easier to find. The goal is to go through and review the document and develop an improved version of it to send out to the campus.</p> <p>D. Keebler provided information about the document and facilitated the discussion that followed. He began with a brief history of the major constructs of the document. He voiced some of his concerns regarding the document, such as, is our governance system clearly understood by this group and other college governance bodies? Can we as a college succinctly articulate why we make recommendations and how recommendations are done? And if we can't do that in a document like this then the document isn't doing what it is supposed to do. He wanted to champion an initiative to take this as the basis for that and to look at reorganizing it or restructuring it, so that the outcome is something that can be measured as a CPC and we can say that the Making Recommendations Document is making sense, is understood and is providing deliverable products.</p> <p>He proposed to form a small task force and talk about the issues and clearly talk about the suggested changes and this is the right committee for that. Once we know what we are doing here, it clears everything else up.</p>	

	<p>The following volunteers will form a group to work on the issues presented by D. Keebler: L. Morales, P. Briggs, J. Robinson and a student representative will set up a meeting schedule and report back to group by February.</p>	
<p>7. Committee Reports</p> <ul style="list-style-type: none"> a. Academic Senate Lydia Morales b. Classified Senate Pamela Yeagley c. Budget Resource Committee Mark Pauley, Cathy Bojorquez d. Student Success Committee Damien Pena, Bea Herrera e. COG Andrea Horigan, Nathan Cole f. Accreditation Advisory Kim Hoffmans, Eric Martinsen 	<ul style="list-style-type: none"> a. AS - L. Morales reported that one of the things that is hot on the Academic Senate agenda is Guided Pathways. The Academic Senate has sent out a survey to the campus to solicit feedback for December 23rd deadline to submit our self-assessment. It has been a challenge for her to get faculty on board with support for the project. K. Hoffmans attended that last meeting and presented information about Accreditation and that was not challenging. P. Briggs also attended the meeting and talked about the Strategic Plan and that went well. There is a bit of a cloud over faculty possibly due to the unsettled contract, so that makes topics of discussion even more challenging and new ideas then become a little more difficult to discuss and resolve. Faculty were made aware of the effect that the 10+1 has on the funding for Guided Pathways if they do not agree to sign off on it. The overall feeling is one of “initiative overload among other strong sentiments and common threads being expressed from the faculty. b. CS - J. Robinson’s report for Classified Senate. He said that P. Briggs came to the last meeting and S. Royer came to present information about the Facilities Master Plan. G. Woods gave a presentation on FTES and FTEF and how it all works together and would be happy to give the presentation to anyone else who is interested. He also announced that holiday baskets are due on Friday, December 1st. Send donations to Sarah Murrillo who is collecting items and please bring your wallets. c. BRC – Gwen reported that they looked at the current goals and worked on refining those goals. They are doing some follow up on some things that had been set in motion the previous year and the processes. The conversation got sidelined on the rubric and figured that the best thing would be to look at it again. The rubric was sent out to the 	

	<p>members and they have until January to submit their rankings.</p> <p>d. SSC – D. Pena reported that they had just met before this meeting and he has really appreciated the discussions that they have been having. He said they have been needing to happen for a long time. The members have been able to speak their thoughts openly and it has helped move the committee forward. Some things to look out for in the future is an RFP process that will help formulate the process and help spend the money that we have for Equity as well as Basic Skills. Also, they have been looking at revising some procedures and practices for clarity and to better meet the goals of the committee.</p> <p>e. Also, celebrating some of the initiatives that are currently in place, such as, Pirates Cove and Faculty Academy. The committee is looking at how they are scheduling those initiatives and how they will be evaluating them, which has never been done before. They are also considering the effectiveness of the initiatives and whether they are going to continue based on that evaluation. So exciting times for SSC.</p> <p>f. COG – No report</p> <p>g. Accred. Advisory had not report. They did not meet last month, but have basically been working on the draft that was distributed for this meeting.</p> <p>h. ASVC – Add to agenda committee reports; Tatiana announced Finals Jam, on December 7th, which is a stress relief event for students and other activities for students to enjoy. They are also working on the Toys for Tots.</p>	
8. Adjournment	<p>Lydia moved 4:40 pm Next Meeting: January 24, 2018</p>	