

COLLEGE PLANNING COMMITTEE (CPC) MEETING MINUTES
VENTURA COLLEGE
Wednesday, January 22, 2020
3:45 - 5:15 p.m.
CCCR

Constituency	Representative		Constituency	Representative		Constituency	Representative	
Faculty Co-Chair	Daniel Clark	X	Faculty	David Young		Classified Supervisor	Sue Royer	X
Classified Co-Chair	Sebastian Szczebiot	X	Faculty	Maria Flores		Classified Supervisor	Jeanine Day	X
Administrator Co-chair (non-voting)	Phillip Briggs	X	Faculty	Heather Aguailar		Student	Jasmin Martin	
Faculty	Ryan Petitfils	X	Faculty	Robert Lawson		Administrator	Debbie Newcomb	X
Faculty	Sandy Melton		Classified	Alex "Rock" Fredell	X	Administrator	Jesus Vega	X
Faculty	Ralph Fernandez	X	Classified	Nan Duangpun	X			
Faculty	Preston Pipal		Classified	Sarah Mossembekker	X			
Guests	Alma Rodriguez, Dan Kumpf, Kim Hoffmans, Damien Peña, Cathy Bojorquez, Grant Jones							

Recorder: Felicia Torres

Agenda Item	Discussion Notes	Action?
1. Public Comments	P. Briggs call meeting to order at 3:51 p.m. No public comments to report.	
2. Approve Agenda	Tremendous was the comment offered.	S. Mossembekker moved to approve the minutes. A.R. Fredell seconded. Agenda approved.
3. Approve Minutes <ul style="list-style-type: none"> • 11/15/19 		D. Newcomb moved to approve the minutes for November. J. Vega seconded. One abstention: D. Clark

		Minutes approve with no edits.
4. Executive Team Update (5 min)	Dr. K. Hoffmans offered some comments. “Happy New Year and Thank You for your hard work.” She also said that things have been rough since the start of the semester, but is optimistic that it will be a great semester.	
5. CPC Items <ul style="list-style-type: none"> • Taskforce Updates <ul style="list-style-type: none"> ○ Committee co-chair training ○ Strategic Plan Evaluation ○ Program Viability Task Force 	<p>P. Briggs reported that CPC has created three taskforce groups this year and offered an update to each.</p> <p>The Committee Co-chair Training Taskforce is a small group for now. This group has met a couple of times so far. It will develop materials used as reference for process and best practices in facilitating meetings that all committee co-chairs can use. A full draft is close to being completed. Looks forward to this committee offering some valuable feedback to move forward with implementation.</p> <p>The Strategic Plan Evaluation Taskforce, J. Day, H. Aguilar and J. Martin, have met to discuss a timeline for completing the update. P. Briggs reported that links to these documents are located on the CPC webpage. The taskforce is in the process of closing the current plan. It will start to develop and update the plan at their next meeting. The different VC Plans and the years they run were discussed in detail while P. Briggs displayed the 2017-2020 Strategic Plan Progress-Draft and facilitated the discussion that followed.</p> <p>S. Mossembekker reported that an online form was added to make it easier for students to apply for noncredit courses. She also noted that a grade notation of pass, no pass will be added and will be tied to the transcript.</p> <p>The Program Viability Task Force, N. Duangpun, P. Briggs, R. Petitfils and D. Clark, are working to find a first meeting date. The taskforce will have heavy faculty representation and will start to develop some criteria and draft documents to bring back and get feedback for at the next CPC meeting. Goal of taskforce is to have a clear and systematic process in place.</p>	<p>The group expects to have something for the next meeting.</p> <p>CPC to review the different links and provide feedback for further discussion. P. Briggs to make changes to the DRAFT.</p>

<p>6. Accreditation Steering Advisory Group</p> <ul style="list-style-type: none"> • Action Items - None 	<p>Update: L Wright reported that the group is “ahead of the game”. The DRAFT is out and online for people to review. Have set a deadline in January for changes and edits. The Classified Senate has a 1st read in March and a final read in April. There is plenty of time still left. Per K. Hoffmans, the team is doing a great job. CPC to have a 1st reading on February 26th and 2nd reading on March 25th. Plan to send the final report to the District by May 18th.</p>	<p>Add draft to next CPC meeting agenda.</p>
<p>7. Budget Resource Committee</p> <ul style="list-style-type: none"> • Action Items - None 	<p>Update: J. Day reported that BRC worked on program review for equipment. They will look at facilities during the next meeting. Did present the budget allocation model that DCAS has been working on. They looked at the components that the state will be funding the colleges on. The next fiscal year the budget will use the same funding allocation model as this year. VC enrollments have been declining. This model has the potential to right the budget. The model that is implemented will happen over time.</p>	
<p>8. Guided Pathways Committee</p> <ul style="list-style-type: none"> • Action Items <ul style="list-style-type: none"> ○ Guided Pathways Scale of Adoption Self-Assessment 	<p>S. Szczebiot reported that during the last GP meeting, the SOAA was brought to the group, but the minutes are not yet available to reflect the vote. S. Szczebiot requests the CPC minutes to officially state that there was a vote. There were 18 votes in favor and one abstention. The first recommendation form was used to note this vote. The recommendation is to ask that the President approve our SOAA and included the supplemental questions. Both documents are available on the CPC webpage.</p> <p>Academic and Classified Senates including CPC have had 1st reads. P. Briggs called for a motion.</p> <p>Discussion: S. Szczebiot added a note, just to reiterate, that this document is a living document. There is no funding tied to it nor is there an assessment required. This is a living plan just for us. To keep in mind that it is just a snapshot in time and will be provided to trustees as an information item.</p>	<p>D. Clark moved to support the SOAA document as written. R. Fernandez seconded.</p> <p>No opposition nor abstentions.</p> <p>SOAA passes as written.</p> <p>CPC to send recommendation to K. Hoffmans for approval.</p>
<p>9. Student Success Committee</p> <ul style="list-style-type: none"> • Action Items - None 	<p>Update: D. Peña reported that the committee met quorum. A robust conversation regarding the development of data.</p>	
<p>10. Governance Committee Updates</p> <ul style="list-style-type: none"> • Academic Senate • Associated Students of VC • Classified Senate 	<ul style="list-style-type: none"> • D. Clark reported that the Senate is working on a response to the State Chancellor’s Office regarding the SEA plan. D. Clark is the new co-chair for CPC, taking over for L. Morales as the Academic Senate President. 	

	<ul style="list-style-type: none">• No report from ASVC• S. Szczebiot reported that they had their first read of the Accreditation Midterm Report. They provided names for the taskforces. They are hopeful that someone will be willing to participate. The Classified Employee of the Year to be announced at today's Admin. Services meeting. Our wonderful Sue Royer is our Employee of the Year nominee.	
11. Adjourn 5:14pm	Meeting adjourned at 5:14 pm Next Meeting: February 26, 2020	

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