

COLLEGE PLANNING COMMITTEE (CPC) MEETING MINUTES
VENTURA COLLEGE
Wednesday, April 26, 2017 – Approved 8/23 Mtg
3:30 - 5:00 p.m.
CCCR

Voting Members							Non-Voting Members			
1	Faculty Co Chair	Alex Kolesnik	X	Classified – President	Pamela Yeagley	X	Administrator - President	Greg Gillespie	X	
2	Faculty	Mark Pauley	X	Classified	Peder Nielsen		Administrator – Co chair Dean	Philip Briggs	X	
3	Faculty	Michael Callahan		Classified	Cindy Jones		Administrator - VP	Kim Hoffmans		
4	Faculty	Will Cowen		Classified	Gabriela Wood (Navas)	X	Administrator - VP	Damien Peña		
5	Faculty	Jamie Harmon	X	Student - ASVC	Tatiana Juarez		Administrator - VP	David Keebler	X	
6	Faculty	Dan Clark	X	Student – ASVC	Gianne Braza		Administrator - Asst. Dean	David Bransky		
7	Faculty	Marian Carrasco Nungaray		Student – ASVC	Grace Reilley		Administrator - Asst. Dean	Karen Engelsen		
8	Faculty	Ralph Fernandez		Supervisor	Alma Rodriguez	X	Administrator – Dean	Tim Harrison	X	
9	Faculty	Mary Jones		Supervisor	Grant Jones	X	Administrator – Dean	Dan Kumpf	X	
							Administrator – Dean	Gwendolyn Lewis- Huddleston		
Guests								Administrator – Dean	Kathleen Schrader	X
	Faculty	Debbie Newcomb	X	Faculty	Deanna Hall	X	Administrator – Dean	Lynn Wright	X	
	Faculty (Proxy for Ralph)	Jennifer Parker	X				Title V - Velocidad	William Hart		

Agenda Item	Discussion Notes	Action?
1. Public Comments	<p>Meeting began at 3:38 pm. We do not have quorum for this meeting to move forward with action items. The meeting will continue with discussion items only.</p> <p>Phil began the meeting with an announcement that this would be the last meeting of the year and the last meeting that Dr. Gillespie would attend as President of Ventura College. It would also be the last meeting for Alex Kolesnik as Academic Senate</p>	

	President and Kathy Shrader as Dean of VC. VC thanks them for all of their work.	
2. Approval of 4/26/2017 Agenda - <i>Action</i>		No quorum
3. Approval of 3/22/2017 Minutes - <i>Action</i>		No quorum
4. 2017-2023 Educational Master Plan Update - <i>Discussion</i>	We have approved the Educational Master Plan (EMP). It now has to be approved by the Board of Trustees. The plan is to get it on the BoT June agenda to take effect on July 1 st . All of the goals for VC have been included in the Education Master Plan and will be on the May BoT meeting. Displayed on the screen was the IEPI handout for review. One of VC's short-term goals is to be at #17 in the state which is being improved on as we move forward. The next thing we need to look at is the Sail to Success initiative. We noticed that we are in a better position than we had previously thought. Instead of being in the #5 spot, we are in the #2 spot for Math/English. Our EMP is moving forward unless the BoT decides to not approve it and we don't see that happening.	
5. 2017 Program Review Process Update – <i>Discussion</i>	<p>Ventura College is moving to a more comprehensive program review process. With plenty of feedback regarding the previous system, the plan moving forward with program review is to have it on a three-year rotation cycle and have the submission process entirely online. The long-term objective is that for year 2 and 3, you will just discuss the increase in progress for the program. The review process will be very minimal as opposed to what it would be in the first year. The system is now being worked on and tested. The number of initiatives that can be requested is also being adjusted.</p> <p>Greg added a few points to consider when thinking about program review: What is the main purpose of program review? What program improvements can be made with dollars and without? It is the opportunity of a department to look at the data, to provide the opportunity to have a discussion of what can be done better for the department and for the students. We don't want to lose the opportunity to look at what improvements can be made and keep track of it.</p>	

<p>6. 2017-2018 Draft Planning Parameters - <i>Discussion</i></p>	<p>Greg and Dave reported on handout – Draft 2017-2018 VC Planning Parameters</p> <p>This plan will be distributed to the campus for review. Once this committee reviews and approves the document, it can then be added to the EMP. The first page talks about the concept in the EMP and of it being top five in six years. The key to student success measures is student success rates. It's good to be stretching ourselves and closing equity gaps. Initiatives like Sail to Success and Beacons of Success are important to learning outcome assessment, because it is an important priority. They are all tied to resource requests and enrollment management, so we are working to increase productivity and access to students. VC is on target this year to meeting productivity. Every year that the college is below 525, it causes our dollars to shift to other colleges in the district and the state.</p> <p>At the top of the next page, it shows VC's target. It showed the overview of factors and FTES allocation. As long as we have good control over those, we will stay within budget. Greg stated that he is very pleased that we are moving towards FTEF allocation because it gives more control to each college and how dollars are budgeted. The breakdown was good. As the budget is developed, it will be done in phases. The budget is a moving target and it's important to keep in mind that as we move forward the state may revise the budget and that may cause a shift in the numbers. We need to make sure students have pathways where each student is successful. We are still expecting our portion of the COLA and expect \$519K. It's very important to reach the FTES target to get the appropriate funding for the next year, but it's not just our district that is being hurt like this. This is a system wide problem. Dave continued the discussion regarding the budget and facilitated.</p>	
<p>7. CTE Advisory Group - <i>Action</i></p>	<p>Debbie distributed handout-CTE Advisory Group</p> <p>She explained the reason she felt that CTE divisions should have an advisory group. She presented a proposal to have the CTE Advisory Group to be under the College Planning Committee. She also explained the need to have the deans assist in prioritization and asked for support from them in making the advisory group more collegial. Debbie said that she believes that it should be faculty driven and include a dean, because</p>	<p>Jennifer parker to represent Ralph as proxy. Made quorum during discussion.</p> <p>Mark moved to approve CTE Advisory Group.</p>

	<p>most discussions had during the advisory meetings will impact the deans; however, the dean will not be a voting member. She added that every college where CTE courses are offered, should have an advisory group to help deans. Debbie facilitated the discussion that continued.</p>	<p>Pamela seconded. CTE Advisory group approved.</p>
<p>8. 2016-2017 Committee Evaluation – <i>Discussion</i></p>	<p>Phil reviewed the handout-2016-2017 Committee Evaluation Results He went through it very quickly. He said that some goals were achieved according to the results of the evaluation. Other suggestions were made while Phil facilitated. He added that there is a greater need for the whole committee to participate in the evaluation to get the best feedback for the next year. Greg said that he thanks everyone for their work on CPC, because it is a critical group on campus.</p>	
<p>9. 2017-2018 CPC Membership – <i>Discussion</i></p>	<p>Tabled for August meeting.</p>	
<p>10. Committee Reports</p> <ul style="list-style-type: none"> a. Budget Resource Committee Mark Pauley, David Keebler b. Faculty Senate Alex Kolesnik c. Classified Senate Pamela Yeagley d. Accreditation Advisory Kim Hoffmans, Eric Martinsen e. Student Learning Outcomes Advisory Debbie Newcomb f. Student Success Committee Damien Pena, Corey Wendt 	<p>No reports given due to time constraint</p>	
<p>11. Adjournment</p>	<p>Next Meeting: August 23, 2017 End meeting @ 5:13 pm</p>	