

COLLEGE PLANNING COMMITTEE (CPC) MEETING AGENDA
VENTURA COLLEGE
Wednesday, September 28, 2016 – Approved 10/26 Mtg
3:30 - 5:00 p.m.
CCCR

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

| Agenda Item | Discussion Notes | Action? |
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| 1. Public Comments | <p>Meeting began @ 3:37 pm</p> <p>Public comments: Mary Jones thanked everyone who participated and attended the Heart Walk. They had 76 people signed up. She said it was a major accomplishment. Damien Peña announced that another batch of t-shirts were here and that he would get a box distributed to various areas. They will be available around campus and he thanked those in attendance for their cooperation with student success on Monday.</p> | |

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| 2. Welcome & Introductions | There were two new members present. They were introduced and acknowledged. | |
| 3. Approval of Agenda – <i>Action</i> | <p>Marian Carrasco-Nungaray moved to approve the agenda. Michael Callahan seconded.</p> <p>Agenda approved</p> | |
| 4. Approval of 8/24/16 Minutes – <i>Action</i> | <p>Marian Carrasco-Nungaray moved to the minutes with corrections. Pamela Yeagley seconded.</p> <p>Motion passes unanimously. Minutes are approved.</p> | |
| 5. Program Review Prioritization Process – <i>Action</i> | <p>First handout distributed: Proposed Program Review Initiative Prioritization Process/Draft Online Initiative Rating Rubric</p> <p>P. Briggs explained that in the current year, the program review process would be changing. He stated that the College Planning Council is the best group to understand and review process moving forward. The program review prioritization process will be changed. Faculty Senate will review the requests for new faculty hires and the Classified Senate will review the hire requests for Classified staff and all other requests will be reviewed at the CPC.</p> <p>Program requests are due October 9th and will be sent to the Office of Institutional Equity and Effectiveness. All requests will be compiled and reviewed by the Vice Presidents. They will have approximately 3 weeks to review and prioritize the requests based on a score and ranking system then present the list to the Executive team for final approval. G. Gillespie said that another thing that will be different this year for the program review process will be that the VPs will be giving the presentations instead of the deans.</p> <p>Questions were raised and addressed by Phil regarding the rubric for prioritizing the program review requests. The whole goal of program review is program improvement. Another discussion ensued between various members regarding the program review process and Phil facilitated.</p> <p>After an extended discussion of various ideas regarding the whole program review process and ranking of initiatives, Alex stated that it appeared that the consensus of the group was to table the discussion and bring it back to next month’s meeting as an action item.</p> | |

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| <p>6. Draft Education Master Plan – <i>Discussion</i></p> | <p>Next handout distributed: College Goals and Objectives 2017-2022</p> <p>Phil explained the information provided in the handout. He explained that these are draft goals and objectives. The full plan is posted on the VC website. The entire plan and objectives will be looked at during the retreat where a final draft will be available.</p> <p>Phil and Alex asked for suggestions to be sent to them via email and they will bring it to the next meeting. A request to share the information with the member’s respective groups and provide an update for the next meeting.</p> | |
| <p>7. Program Review - <i>Discussion</i></p> | | |
| <p>8. 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 | <ul style="list-style-type: none"> a. Mark reported that the BRC took a look at and reviewed the goals and accreditation reports. He said that the group had gotten the “cheat sheet” for this week’s accreditation visit. Next handout, provided by David Keebler, distributed and explained: <u>Ventura College – Program Review Funded Initiatives</u> David explained that the list of initiatives provided in the handout were initiatives that were not funded in the previous year, but would be included in the current year of initiatives being considered for prioritization. He instructed those who were working on their program reviews to not include these initiatives provided in the handout to their current program review form, because they would automatically be added to the prioritization list. b. Alex reported that the Academic Senate has been focused on reviewing the BPs and APs from the district. There is a 5 year policy for reviewing those documents, so it’s that time to look at those and they have been setting goals and working on getting faculty assigned to committees. They are also working on their bylaws and elections. Other announcements will follow. And there are other exciting things happening for the Academic Senate. c. Pamela said that the Classified Senate has formed a subcommittee to review its bylaws and establish a constitution. There is a weekly newsletter being distributed via email. She was happy to announce and welcome Rhonda Lillie to the VC family. She also announced that Kelly Denton is out our new data technician. A survey to help determine a profession development calendar has been launched. She also asked that if anyone knew of new employees starting at VC, to please let her know, so that she may send them a welcome and to also let her know of any other good news to add to the newsletter. d. Kim and Eric not in attendance – No report given e. Debbie reported that the SLO Advisory had finalized the handbook they had been working on and has been posted on the webpage. She said that Nathan put it together. The advisory group has set goals for the year and elected the chairs. They plan to focus on ISLO #4 and this | |

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| | <p>year is for #5. They are looking towards the next 5 years and will bring a draft proposal to the next meeting.</p> <p>f. Damien reported that the first meeting went swimmingly. He plans to have an action focused committee this year. He will have a task force to redefine the charge of the committee.</p> | |
| <p>9. Announcements/Information Items</p> | <p>Alma - Oct 1st FAFSA dream application workshops. Ventura County Community College District is really helping to push the event. Financial Aid will be contacting the admins for help. There is an absurd amount of students not getting the financial aid applications and they are not filling out their FAFSA applications on time or correctly to get their aid. They still need more help.</p> <p>Gwen - Plug for ART walk this weekend</p> <p>Karen - next week is manufacturing week in the Applied Sciences Building. All are welcomed. Employers from the county of products that are manufactured in this area will be there to give students more information.</p> <p>Tim – Fright Fest is coming through the Performing Arts area for the community and the campus.</p> <p>Kathy Kathy - had a spectacular open house. 23 students in the Diesel program. Got a bunch interviewed. Going to start a recruitment for girls to get into the program. The enthusiasm was overwhelming. They had a problem getting books, so the Foundation was able to buy books for the students. Also gave a plug to IT and M&O for getting everything together. She was very impressed and very pleased.</p> | |
| <p>10. Adjournment</p> | <p>Adjourn at 4:52 pm</p> <p>Next Meeting: Wednesday, October 26, 2016</p> | |