

**COLLEGE PLANNING COMMITTEE (CPC) MEETING MINUTES**  
**VENTURA COLLEGE**  
**Wednesday, October 25, 2017**  
**3:30 - 5:00 p.m.**  
**CCCR**  
**Approved 11/29 Mtg**

Voting Members						Non-Voting Members			
1	Faculty Co Chair	Lydia Morales		Classified – President	Pamela Yeagley	X	Administrator - President	David Keebler (Interim)	
2	Faculty	Ryan Petitfils		Classified	Sarah Mossembekker	X	Administrator - Co chair Dean	Philip Briggs	X
3	Faculty	Marian Carrasco Nungaray	X	Classified	Jason Robinson	X	Administrator - VP	Kim Hoffmans	
4	Faculty	Will Cowen	X	Classified	Sebastian Szczebiot	X	Administrator - VP	Damien Peña	
5	Faculty	Patty Wendt	X	Classified – Alternate	Nan Duangpun		Administrator - VP	Cathy Bojorquez	
6	Faculty	Eric Martinsen	X	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		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	X	Administrator - Dean	Dan Kumpf	X
10	Faculty	David Young	X	Supervisor	Jeanine Day		Administrator - Dean	Gwendolyn Lewis-Huddleston	
							Administrator - Dean	Debbie Newcomb	
<b>Guests</b>							Administrator - Dean	Lynn Wright	X
				Supervisor	Grant Jones	X	Title V - Velocidad	William Hart	
				Supervisor	Sue Royer	X			

Agenda Item	Discussion Notes	Action?
1. Public Comments	L. Morales began the meeting @ Meeting began at 3:37 pm by  M. Carrasco-Nungaray: Next week on Thursday, November 2 <sup>nd</sup> is the University Fair from 10am-1pm with 61 universities attending. It will be held in MCW & MCE quad area.	

	P. Briggs announced the IEE newsletter out next week and chance to win amazon gift card	
2. Approval of 10/25/2017 Agenda - <i>Action</i>		A. Rodriguez moved to approve agenda. J. Robinson seconded. Agenda approved unanimously.
3. Approval of 9/27/17 Minutes - <i>Action</i>		P. Yeagley moved to approved the minutes. M. Carrasco-Nungaray seconded. 9/27 Minutes approved unanimously.
4. Announcements: <ul style="list-style-type: none"> <li>VP Program Review Presentations, 11/15/17, ASC-130, 4:15 pm - 5:00 pm</li> </ul>	Phil announced that the VPs will give presentations regarding program review resource requests.  Request to add to VC Master Calendar.	
5. Strategic Plan Task Force Update – <i>Discussion</i>	<p>Distributed the timeline from the last meeting. P. Briggs said that he changed a couple of the dates from the last draft, but it is basically the same as last time.</p> <p>The Strategic Plan is how we are going to complete the goals of the Educational Master Plan. P. Briggs reviewed and facilitated the discussion of the Strategic Plan. He informed the committee that the taskforce that was convened after the last CPC meeting had put this first draft together. L. Morales, E. Martinsen, J. Day and P. Briggs are those on the taskforce. They met four to five times and went through each of the goals. They combined all of the initiatives that were already in progress on campus and also included the feedback that was given at the College Planning Retreat on the 29<sup>th</sup> of September.</p> <p>P. Briggs asked that any feedback or comments be sent to him so that they are incorporated into the next draft. He will send a</p>	

	<p>PDF copy of the Strategic Plan and an online survey link to get as much feedback as possible. This is just a draft and the goal is to get as much feedback as possible from all of the groups on campus. The deadline for feedback will be the first week of December and he plans to include that in the email that will be sent out.</p> <p>L. Morales and P. Briggs went through the draft and explained some of the highlights and facilitated the discussion that followed.</p> <p>M. Carrasco-Nungaray, requested that it be noted in the minutes, objectives that are controversial be discussed in length with the faculty before it is added to the plan. She noted that it was a new objective and didn't recall having a discussion about it prior to this new draft. P. Briggs added that it would be a great help if she included those concerns and comments and any others like it in the online survey link for the next draft.</p> <p>A. Rodriguez said that she would review all of the areas regarding Financial Aid and submit her comments later.</p> <p>P. Briggs concluded the discussion by reminding the committee that a PDF copy of the draft would be emailed out and would include the notes he made during the discussion and any input gathered from the online survey. The taskforce will meet again on December 11<sup>th</sup>.</p>	
<p>6. Integrated Equity, SSSP, BSI Plan – <i>Action</i></p>	<p>P. Briggs distributed next handout – 2017-19 Integrated Plan: Basic Skills Initiative, Student Equity, and Student Success and Support Program.</p> <p>P. Briggs discussed and explained the handout while facilitating the discussion that followed.</p> <p>Each has distinct goals and outcomes. P. Briggs asked L. Wright to present an update in R. Trevino's absence.</p> <p>L. Wright explained the process that had been followed so far. She said that a timeline has been published and that the SSC has met many times to discuss. There was a vetting process and an</p>	<p>W. Cowen moved to support the current process to write the integrated report was followed according to the given timeline. S. Szczebiot seconded.</p>

	<p>email was sent out for feedback. She briefly went through the approval process that was followed. It is currently moving along to get it approved by the board.</p> <p>It is currently awaiting a second reading by the Academic Senate. L. Morales gave a brief update on the status of that reading.</p> <p>P. Briggs facilitated the discussion regarding the process of moving plans through this committee and possibly developing a campus policy regarding the level of detail that is included in the plans to avoid delays in the approval process.</p> <p>W. Cowen suggested that starting getting the plans out sooner would be helpful and assist in getting more feedback from various member of the Academic Senate.</p> <p>P. Yeagley added that she would have appreciated more time to read the documents before voting, but she did not receive any comments from the Classified Senate as to it being a problem.</p> <p>M. Carrasco-Nungaray shared her perspective on how the process was followed. She felt that it is a positive thing to get transparency and more folks involved in the process.</p> <p>A motion was made based on the discussion and comments regarding the agenda item.</p>	<p>10 in favor, none opposed and 2 abstentions.</p>
<p><b>7. Committee Reports</b></p> <ul style="list-style-type: none"> <li>a. Academic Senate Lydia Morales</li> <li>b. Classified Senate Pamela Yeagley</li> <li>c. Budget Resource Committee Mark Pauley, Cathy Bojorquez</li> <li>d. Student Success Committee</li> </ul>	<ul style="list-style-type: none"> <li>a. Academic Senate - L. Morales reported that the Academic Senate is discussing a few things, but the most controversial topic being discussed in length are the issues regarding student fees and student health fees for dual enrollment and non-credit courses. The district had promised that those students wouldn't have to pay those fees. The Chancellor recently sent out an email notifying the students that they would indeed have to pay the fees and it is causing a liability issue.</li> <li>b. Classified Senate – P. Yeagley reported that there is no report.</li> </ul>	

<p>Damien Pena, Bea Herrera</p> <p>e. College Outcomes Group Andrea Horigan, Nathan Cole</p> <p>f. Accreditation Advisory Kim Hoffmans, Eric Martinsen</p>	<p>c. BRC – S. Royer reported that the committee is looking at the IT Strategic Plan and working to get that finalized. The budget report is that there will likely be a budget shortfall for next year.</p> <p>d. SSC – No report</p> <p>e. COG – P. Briggs reported that the group is looking at the Review, Reflect, Reset, so templates and forms were sent out to Department Chairs and faculty about evaluating and reviewing their SLOs and SUOs and those are coming back to the SLO facilitators by the end of this month.</p> <p>f. Accred. Advisory – E. Martinsen reported that they have circulated the 18-month follow-up report to all of the committees and to the senates and waiting for feedback from them. P. Briggs added that he had received the report from K. Hoffmans on Monday and would distribute it to this group for and bring it to a vote at the November meeting.</p>	
<p>8. Adjournment</p>	<p>Meeting adjourned @ 4:54pm</p> <p>Next Meeting: November 29, 2017</p>	