

**COLLEGE PLANNING COUNCIL (CPC) MEETING MINUTES
VENTURA COLLEGE
Wednesday, October 29, 2014
3:00 - 4:30 p.m.**

Present:

Greg Gillespie – CPC Chair & Peter Sezzi – CPC Co-Chair; Alexander Kolesnik, Art Sandford, Bill Hart, Bob Moskowitz, Dan Kumpf, David Bransky, Esteban Casas, Michael Callahan, David Keebler, Eric Martinsen, Grant Jones, Jenifer Cook, Kathleen Schrader, Mark Pauley, Mary Jones, Patricia Wendt, Peder Nielsen, Ralph Fernandez, Robin Douglas, Sandy Melton, Susan Bricker, Tim Harrison, Will Cowen

Absent:

Colleen Coffey, Marian Carrasco Nungaray, Rebecca Chandler, Victoria Lugo, Art Sanford, Gwendolyn Lewis-Huddleston,

Guests:

Recorder: Laura Brower

Time: Called to Order: 3:05 p.m.

Agenda Item	Discussion	Action Due & By Whom
A. Comments 1. Public	None	
B. Discussion Items		
1. Committee Reports		
	<ul style="list-style-type: none"> a. Faculty Senate – No report. b. Classified Senate – Peder Nielsen: The Classified Senate is creating their logo and vision statement. This is the first time both have been created for the Classified Senate, and they are hoping to have their vision statement finished in time for the accreditation team visit in 2016. Peder also reminded the council they are holding a holiday classified potluck on November 13. c. Accreditation – Dave Keebler: A team of ten individuals from each campus and two district employees visited Allan 	

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	<p>Hancock College to attend a workshop focusing on the new accreditation standards. Mark Pauley and David Keebler attended and both advised it was time well spent. The workshop reviewed the new changes to consider for the next round of processes.</p> <ul style="list-style-type: none"> • New standards are to be simplified • Beginning to turn away from going enumerated • Standard for library is separated • Eligibility requirements are embedded • Do due diligence needed: provide all evidence to look at, needs to show inclusiveness and long range deliberations • Know where you are and action steps necessary • Show how you are meeting standard and how that makes you improve • Digital documentation is preferred • Show how everything interrelates • Involvement by all campus members in standards <p>d. Budget Resource Committee – Mark Pauley, David Keebler advised the BRC has been working recently on accreditation compliance: where we are at, where we are doing well and where we need to strengthen.</p> <ul style="list-style-type: none"> • How are we doing as a group? • Discussion on doing a survey • Describe what we are doing and include in processes • Talked about philosophical issues • Do we chase FTES or become a healthy college? • Each group is represented • Major cuts were in classified: We are out of balance with our resources. • What is the long term effect with the level of service that we supply? • How we are defined as a small or medium sized college? 	

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	<ul style="list-style-type: none"> • We are striving to grow enrollment in the 2-3% area • Need dollars <p>e. Student Learning Outcomes – Debbie Newcomb and Bill Hart are meeting regularly: trying to decide how formal process is to be. Still no resolution on how to approach it. Beginning to determine goals for this year.</p> <p>Greg stated the committees established during the last accreditation continue to need membership slots filled. He suggested to the members to pull a workgroup together from each committee between now and April to meet and come up with recommendations on how to create some “as needed” meetings. That group will recommend their ideas to CPC. He feels this will be helpful to streamline governance, operations and task forces. More details will be discussed at the November meeting.</p>	
<p>2. Program Review Process</p>	<p>Dave Keebler distributed two handouts: Program Review – Staffing Priorities and Program Review Timeline, both for 2014-2015. He reviewed both handouts with the council, went over dates and timeline and discussed each area. He emphasized that the Program Review needs to get done quickly. There is still a need to justify the replacement positions for both faculty and classified.</p> <p>Dave advised there are no plans to have growth positions occur but for now to still put in for what you need. Mark Pauley advised their needs to be data driven information. There aren't a lot of plans to have growth position to occur. For now put in for what you need but it doesn't look like it will occur. Mark Pauley needs to have data driven information and to follow the rubric to request. There needs to be more of a focused approach on items presented.</p>	
<p>3. Strategic Planning</p>	<p>a. Student Equity Plan – An Equity workshop was held last</p>	

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	<p>Friday with facilitators outside of our campus to help start discussion to develop a plan. The Equity Committee put together a study plan. We would like to incorporate college-wide input into the plan. The plan goes to the Board in December and needs to be sent to the State in January. The Committee needs to receive ideas and thoughts before that time. Their next meeting is November 5th at 3:00 p.m. Michael Callahan was recognized for all of his work in gathering the data to support this plan.</p> <p>The challenge will be to capture the data and tie it to the number of students serviced for the credit tied to the dollars received. Susan Bricker advised we are in good shape on this. They can pull two plans together, combine and re-sort both plans. We have challenges to face as there are different areas to face in both SSSP and Equity. The Velocidod grant has already looked at disaggregated information so we do have a head start.</p> <p>b. The SSSP Plan has been submitted and implementation will begin. In December there will be a college-wide open house which will take place in the quad area. There will be faculty information booths and the resources available for students to complete a full application including financial aid. This is an across the college event and all employees are encouraged to attend, both faculty and classified. There will be something for everyone to contribute.</p>	
4. Enrollment	<p>Ventura College is trying to reach a 3% goal target. The recommendation was to stay flat with the resources that we had. We are under a lot of pressure to grow. It is hoped we will grow enrollment during Spring with the addition of a 4-week session in the summer. Our biggest challenge is in marketing. There is a great need for more intensive marketing. Trying to be more student friendly in all of our processes.</p>	
5. Administrative Positions	<p>Greg discussed the following two positions:</p>	

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	<p>a. <u>Director of Student Success Initiatives</u> – This position is created from the SSSP Plan. He explained how it is a classified supervisor position as the individual does not work with students in any way. He advised the council to contact him and he would be happy to provide details along with rationale if they had any questions.</p> <p>b. <u>Dean of Equity and Institutional Effectiveness</u> Greg described the responsibilities and rationality of this position. We will need an enormous amount of institutional research data to help support our Equity plan. It is planned to move the position into our operating budget hopefully once we have more money in categorical funds.</p> <p>These positions will be at the December board meeting.</p>	
C. Approval of Minutes – September 24, 2014 October 8, 2014	Motion to Approve: Mark Pauley Second Motion: Will Cowen Opposed: None Abstentions: None	
D. Announcements/Information Items	Peter Sezzi advised Chancellor Moore will be attending the Academic Senate meeting scheduled for October 30 from 2:00-3:30 p.m. Peter Sezzi also advised that past President Bill Clinton had visited the Oxnard College campus today to support the local democratic candidates.	
E. Adjourn	4:00 p.m.	
Handouts	<i>Draft</i> 2014-2015 Program Review Timeline; Program Review – Staffing Priorities – 2014 - 2015	
	Next Meeting: Wednesday, November 26	