

**COLLEGE PLANNING COMMITTEE (CPC) MEETING MINUTES**  
**VENTURA COLLEGE**  
**Wednesday, January 25, 2017 – Approved 2/27 Mtg**  
**3:30 - 5:00 p.m.**  
**CCCR**

Voting Members							Non-Voting Members		
1	Faculty Co Chair	Alex Kolesnik		Classified – President	Pamela Yeagley	X	Administrator - President	Greg Gillespie	X
2	Faculty	Mark Pauley	X	Classified	Peder Nielsen	X	Administrator – Co-Chair	Phillip Briggs	X
3	Faculty	Michael Callahan	X	Classified	Cindy Jones	X	Administrator - VP	Kim Hoffmans	X
4	Faculty	Will Cowen		Classified	Gabriela Navas	X	Administrator - VP	Damien Peña	X
5	Faculty	Frankie Ramirez		Student - ASVC	Tatiana Juarez		Administrator - VP	David Keebler	
6	Faculty	Dan Clark	X	Student – ASVC	Gianne Braza		Administrator - Asst. Dean	David Bransky	
7	Faculty	Marian Carrasco-Nungaray	X	Student – ASVC	Grace Reilley		Administrator - Asst. Dean	Karen Engelsen	
8	Faculty	Ralph Fernandez	X	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	X
<b>Guests</b>									
	Faculty	Robert Lawson	X	Supervisor	Susan Royer		Administrator – Dean	Lynn Wright	X
	Faculty	Debbie Newcomb	X	Classified	Carol Smith		Title V - Velocidad	William Hart	

Agenda Item	Discussion Notes	Action?
1. Public Comments	Phil called the meeting to order @ 3:36 pm. Alex is in Sacramento for a Basic Skills conference. He is not present for today's meeting. Phil will run the meeting this afternoon. Lynn said that it was a lovely day. No other comments.	
2. Approval of Agenda - <i>Action</i>		Mark Pauly moved to approve the agenda.

		Marian Carasco-Nungaray seconded. Agenda approved.
3. Approval of 11/16/16 Minutes - <i>Action</i>		Mark Pauly moved to approve the 11/16/16 minutes. Michael Callahan seconded. Minutes approved.
4. February meeting move to Feb. 27 @ 3:30 p.m. – <i>Discussion</i>	Phil announced that the February meeting will be moved to the following Monday, February 27 <sup>th</sup> to accommodate the fact that most of members of this committee will be attending the Achieving The Dream conference in San Francisco.	
5. Educational Master Plan Goals/Objectives & Timeline – <i>Discussion</i>	<p>Handout #1 - Educational Master Plan Draft Goals and Objectives 2017-2022 [Updated 1-25-2017] &amp; Handout #2 – 2017-2022 Educational Master Plan Approval Timeline</p> <p>Phil briefly reminded the committee of the discussions and topics from previous meetings regarding this topic. He explained how the first two handouts came about and informed the committee that he had worked with President Dr. Gillespie to reorder the objectives for the EMP. Dr. Gillespie recommended that Ventura College consider a position of being in the top 5 in the state. He suggested that the committee think about incorporating the changes he had discussed with Phil and to possibly focus on one goal at a time. Phil asked the committee to spend about ten minutes on each goal. He asked for ideas and feedback to be sent to him. He would like to implement them by July 1<sup>st</sup>.</p> <p>Phil facilitated the discussions that ensued regarding the goals in the first handout. No discussion regarding the second handout.</p> <p>Handout #3 – Draft 2017-2022 Educational Master Plan (EMP) Success Metrics</p> <p>Phil explained the information provided on this handout. He said that it would give the committee an idea to see what it takes to be the top</p>	

	<p>college in the state. Tim wanted to discuss the definition of the 6yr completion rate.</p> <p>Phil then facilitated another discussion regarding the information provided in the 3<sup>rd</sup> handout. Several questions and areas of consideration were raised. Phil made note of the suggestions and answered questions that were raised regarding the information provided.</p> <p>Handout #4 – Perkins IV Core Indicators of Performance by Vocational TOP Code...</p> <p>Phil went over the handout and facilitated the discussion that followed. A discussion regarding the date that is available and where the numbers come from continued. Phil said that he will be working on sending out a full data collection soon. At the present time, we are just looking at the big ones for the EMP.</p> <p>Some questions raised were: Where is the accountability? We receive funds from state accountability, are we actually meeting the goals and/or meeting equity gaps?</p> <p>The current plan is to send the draft of the EMP out to the campus for review on February 10<sup>th</sup> along with an online survey to present results for the February 27<sup>th</sup> meeting.</p> <p>Handout #5 – Ventura College Access Metrics</p> <p>Phil explained that one of the reasons that prohibits our students from attending is affordability and has worked with Alma for understanding ways to make college more affordable to our community. Alma added that the Financial Aid office is doing everything possible to help students to be able to receive financial aid. Phil asked the committee to look at the goals again and send him any feedback they may have.</p>	
<p>6. SLO Year of Reflection – <i>Discussion</i></p>	<p>Handout #6 – Closing the Loop: Review, Reflect, Reset distributed</p> <p>Debbie explained that she would like to propose that the college change the five year SLO cycle to a six year SLO cycle. Debbie explained the goal of a six year cycle and facilitated a discussion around the timeline and answered questions. She explained that the 6<sup>th</sup> year was added as the year to review and reflect on the previous year. The plan would have to be approved by this committee. She added the need to have time</p>	

	<p>during “All College Day” or have some kind of division meeting to present the timeline. The 6<sup>th</sup> year would give the chance for continuous dialogue. This is what SLOAG is working on and the ISLO #4 forum is on Valentine’s day. Peter Sezzi will be presenting. Feedback: It looks great!</p>	<p>Put on agenda for action item for next meeting.</p>
<p>7. Program Review - <i>Discussion</i></p>	<p>Update, program review for current year has happened. All initiatives have gone to their various committees. The plan is to finish by February and have a report out to the campus by March.</p> <p>A new online system is being looked at for Program Review. It’s looking like a pretty good system and will hopefully be an improvement from the forms that were used last year.</p>	
<p>8. Committee Reports</p> <ul style="list-style-type: none"> <li>a. Budget Resource Committee Mark Pauley, David Keebler</li>   <li>b. Faculty Senate Alex Kolesnik</li>   <li>c. Classified Senate Pamela Yeagley</li>   <li>d. Accreditation Advisory Kim Hoffmans, Eric Martinsen</li>   <li>e. Student Learning Outcomes Advisory Debbie Newcomb</li>   <li>f. Student Success Committee Damien Pena, Corey Wendt</li> </ul>	<p>Mark Pauley reported that substantial progress for accreditation reports have been done. They are getting into details and scheduling on how to get there. They talked about facilities requests and are now starting to put a process together and will bring back for review. The budget, overall, is doing fine. One issue is that we may not have the 2% this year.</p> <p>Alex not present. No report to give.</p> <p>Pamela reported that the voting for a new Vice President office will be closing in a week and will be announced soon. Dana Boynton is the new Classified Employee of the Year for Ventura College and will be moving forward for consideration for State Employee of the Year.</p> <p>Accreditation report – We are hoping to hear back from ACJCC soon. During the last meeting, the committee looked at the committee charge and its purpose and talked about implementing a 7 year cycle. They want to work on it in pieces so it’s not a last minute scurry.</p> <p>Already heard from Debbie. No more to report.</p> <p>Damien reported that the committee is finalizing the RFP process for use of Equity, SSSP and Basic Skills money. The RFP forms will go out Feb 1<sup>st</sup>. There will be a ‘heads up’ email sent by Damian to prepare the campus for what they are looking for. It will also include information about what pieces of the RFP they will be looking for. Damien announced that Student Services will be hosting 5 Pirate Fridays this Spring. They will get that info out asap. Paula spoke of AB540 students, their resources and their rights as undocumented students. There will be a webinar in</p>	

	the next few weeks set up to help faculty work better with these students. Amazing PD opportunities.	
9. Adjournment	Next Meeting: Monday, February 27, 2017 Adjourn: 4:53 pm	
10. Announcements	Announcement from Alma - Cash for College, passed out fliers. Asking for help to get the word out to get our students to apply for financial aid. The deadline is March 2nd for priority filling for CA student and AB540. They are working closely with high schools and still 100s of students that need aid have not applied.	