

COLLEGE PLANNING COMMITTEE (CPC) MEETING MINUTES
VENTURA COLLEGE
Wednesday, January 27, 2021
3:45 - 5:15 p.m.
ZOOM

Constituency	Representative		Constituency	Representative		Constituency	Representative	
Faculty Co-Chair	Dan Clark	X	Faculty	David Young		Classified Supervisor	Sue Royer	X
Classified Co-Chair	Sebastian Szczebiot	X	Faculty	Maria Flores	X	Classified Supervisor	Jeanine Day	
Administrator Co-chair (non-voting)	Phillip Briggs	X	Faculty	Heather Aguailar		Student	Carlo Plascencia (Enrique Rodriguez)	X
Faculty	Ryan Petitfils	X	Faculty	Preston Pipal	X	Administrator	Debbie Newcomb	X
Faculty	Sandy Melton	X	Classified	Nan Duangpun	X	Administrator	Jesus Vega	
Faculty	Ralph Fernandez	X	Classified	Katheryn Solorio	X			
Faculty	Vacant		Classified	Vacant				
Guests	Tim Harrison, Kim Hoffmans, Damien Peña, Grant Jones, Jennifer Kalfsbeek-Goetz, Lisa Putnam, Lynn Wright							

Recorder: Felicia Torres

Agenda Item	Discussion Notes	Action?
1. Public Comments	Meeting began at 3:48 pm No public comments. FT joined meeting at 4:20 pm	
2. Approve Agenda	P. Briggs call for motion to move agenda item in #5 to accommodate guests in attendance. L. Putnam to report on VC Mission Statement Update Plan before Taskforce Updates.	S. Melton moved to approve request to move agenda item. S. Royer seconded.

		<p>9-Yes; 0-No; 0-Abstentions</p> <p>Motion passes.</p>
<p>3. Approve Minutes</p> <ul style="list-style-type: none"> 11/18/20 	<p>P. Briggs called for motion to approve.</p>	<p>D. Newcomb moved to approve. S. Melton seconded.</p> <p>8-Yes; 0-No; 0-Abstentions</p> <p>Minutes approved.</p>
<p>4. Executive Team Update</p>	<p>K. Hoffmans presented information from BoT meeting. \$500 one-time payment approved for all employees to help mitigate incurred costs due to Covid. Expected to appear in February paycheck.</p> <p>K. Hoffmans to post the latest numbers on Covid. Send good wishes for a safe Valentine's Day and happy Super Bowl Sunday.</p>	
<p>5. CPC Items</p> <ul style="list-style-type: none"> 2020-2023 Strategic Plan Draft – Action <i>VC Mission Statement Update Plan – Lisa Putnam, Dan Clark, Erin Askar (moved)</i> 	<ul style="list-style-type: none"> P. Briggs presented the final draft of the 2020-2023 Strategic Plan. Steps for governance process reiterated. Called for the motion to approve. No discussion. D. Clark reported that this small group will lead a larger group of colleagues to review the VC Mission Statement for Accreditation. They are seeking input from the various governance groups on campus and soliciting members for that work group to assist in analyzing and crafting a new and improved College Mission Statement. Plan is to schedule three dates to spread out the time needed to work on it. The three dates are: 2/22, 3/15, 4/12 (afternoons) from 2:15-4:15 pm. Call for volunteers. Email L. 	<p>D. Newcomb moved to approve. S. Royer seconded.</p> <p>10-Yes; 0-No; 0-Abstentions.</p> <p>Motion passes.</p> <p>P. Briggs to send recommendation to K. Hoffmans for approval and</p>

<ul style="list-style-type: none"> Taskforce Updates <ul style="list-style-type: none"> Program Viability Taskforce - Discussion 	<p>Putnam with interest and hoping to get broad input. Survey to follow.</p> <ul style="list-style-type: none"> Last Taskforce update - Program Viability Taskforce: The seven-member group has been meeting regularly. They met this afternoon. The draft was posted to CPC webpage. P. Briggs reiterated the process described in the district AP for assessing the vitality of all programs and reviewed the process as developed in the draft document presented. <p>P. Briggs facilitated the lengthy discussion that followed. Made note of suggestions and comments made during discussion.</p> <p>K. Hoffmans offered a consideration of viewing a program viability review process as an opportunity, meaning that it could be a trigger for support and not just of discontinuance.</p> <p>P. Briggs asked committee to review for suggestions/feedback and will continue to meet as a group and work include service programs.</p>	<p>post final version on CPC webpage.</p>
<p>6. Accreditation Steering Advisory Group</p> <ul style="list-style-type: none"> Action Items - None 	<p>No report</p>	
<p>7. Budget Resource Committee</p> <ul style="list-style-type: none"> Action Items – None 	<p>No report</p>	
<p>8. Guided Pathways Committee</p> <ul style="list-style-type: none"> Discussion Items <ul style="list-style-type: none"> GP Scale of Adoption Assessment (SOAA) Action Items - None 	<p>L. Wright – SOAA document has gone through the committee and has been approved and working its way through the governance process. GP is developing workgroups and working on a plan to achieve the goals in the SOAA. Will go to the board as an informational only item in February.</p>	
<p>9. Student Success Committee</p> <ul style="list-style-type: none"> Action Items - None 	<p>D. Clark – SSC met today and gave report outs. Looked at the items related to SEA budget and had a frank discussion. They decided that a small group would take a deep dive into past discussions and formulate a path forward. Working in smaller groups would help move the committee to be effective in actually accomplishing something. The</p>	

	hope is that the small group will be able to give some more feedback to the full committee on some good next steps.	
10. Governance Committee Updates <ul style="list-style-type: none"> • Academic Senate • Associated Students of VC • Classified Senate 	<p>AS – D. Clark reported that they are going to potentially look at a resolution related to Ethnic Studies requirements and are still in the middle of rewriting their Constitution and Bylaws.</p> <p>ASVC – E. Rodriguez reported. Working on hosting events for Black History Month in February with participation items for students, such as Hydro flask. Also working with the Food Pantry to host other events and plan on handing out stuff to students, such as swag items.</p> <p>CS – F. Torres reported that the Senate reviewed that Caring Campus plan. Talked about Guided Pathways and took a look at some example of the CMC program mapper. Had first reading of the SOAA plan. Spoke a little bit about Accreditation. We had some representatives join us from the UFW Foundation and give us information about their services. They provide immigration legal services, mostly covering Visas, and offered their assistance to anyone we may know, i.e. students, friends and family. Also, looked at some Out of cycle staffing requests. In the process of trying to figure out how to fundraise in this virtual environment.</p>	
11. Adjourn	Next Meeting: February 24, 2021	