

COLLEGE PLANNING COMMITTEE (CPC) MEETING MINUTES
VENTURA COLLEGE
Wednesday, March 24, 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	X
Administrator Co-chair (non-voting)	Phillip Briggs	X	Faculty	Heather Aguailar		Student	Enrique Rodriguez	X
Faculty	Ryan Petitfils	X	Faculty	Preston Pipal	X	Administrator	Debbie Newcomb	
Faculty	Sandy Melton	X	Classified	Nan Duangpun	X	Administrator	Jesus Vega	
Faculty	Ralph Fernandez	X	Classified	Katheryn Solorio	X			
Faculty	Vacant		Classified	Vacant				
Guests	Alma Rodriguez, Araceli, Cathy Bojorquez, Grant Jones, Lisa Putnam							

Recorder: Felicia Torres

Agenda Item	Discussion Notes	Action?
1. Public Comments	No public comments	
2. Approve Agenda		P. Pipal moved to approve. K. Solorio seconded Agenda approved.

		8-Yes; 0-No
3. Approve Minutes <ul style="list-style-type: none"> • 2/24/21 	Minutes were not available to approve this month. Will approve during next month's meeting.	Tabled for next meeting.
4. Executive Team Update	No update	
5. CPC Items <ul style="list-style-type: none"> • District Strategic Plan Draft • VC Mission Statement Update – Town Hall – April 7th at 1pm-2:30pm • Program Vitality Update • Program Review Prioritization – Exec Team • Program Review Process Evaluation • Out-of-Cycle Resource Request Process Evaluation • Participatory Governance Handbook Updates 	<p>D. Clark reported that he met with leaders of VC Exec Team including S. Szczebiot. Got some feedback on the Strategic Plan draft that was provided by L. Buckley from the DAC. Wrote up some comments and sent it back to his office. We are hopeful that they will be included in the next draft. Will keep the CPC updated on the progress as it moves through the governance process at the district level.</p> <p>Per L. Putnam, it is not in a very comprehensive state currently. There are a lot of gaps in information and there appeared to be a lot of dated language, so it may be a while before it is available for public review. There will be plenty of time to review. See Board of Trustees Strategic Objectives to view what is currently available. D. Clark the link in the chat.</p> <p>P. Briggs announced update for VC Mission Statement item. L. Putnam asked for as much participation as possible. Need to hear from all corners. Please join us. Per D. Clark, survey results will be discussed and addressing some takeaway message from the feedback given. Invite was sent out titled “What is VC’s Purpose?”.</p> <p>P. Briggs reported on the progress made. He presented the location for where to find the document on the CPC webpage. The taskforce met very regularly to develop the first draft. that was discussed during the last CPC meeting. Most recent draft has been sent around for feedback. The most feedback received has been related to Student and Administrative Services. The whole process is built to align with the DAC AP & BPs. P. Briggs provided a link to both in the chat and facilitated the discussion that followed. He also asked the Senates and others to share the full draft and return with feedback to CPC for further discussion.</p> <p>P. Briggs provided the link to the webpage to view the Program Review Exec Team ranking spreadsheets in the chat. C. Bojorquez reported on the Executive Team rankings and briefly described them. Didn’t quite have the</p>	

	<p>faculty rankings ready yet. Academic Senate had some feedback to go over before they were able to discuss here. Classified Senate has reviewed the rankings and had some additional out-of-cycle resource requests submitted. C. Bojorquez facilitated the discussion that followed her report.</p> <p>P. Briggs presented the current Program Review process document and the recommendations to add to next year’s Program Review. Discussed issues for improvement. A discussion regarding the Academic Senate rubric and ranking criteria followed. P. Briggs and C. Bojorquez facilitated.</p> <p>P. Briggs provided link to the webpage where to find all of the Out-of-Cycle (OOC) request forms for review.</p> <p>S. Szczebiot reported that this had come up in the fall, we didn’t want to complicate what had been done, so we are here to revisit the conversation. The Classified Senate would like to add a Classified Tri-Chair to the Facilities Operations Group (FOG) in the hopes of keeping things clean and equitable. Classified Senate has approved it. Per D. Clark, Academic Senate will have on agenda for April meeting and now at CPC for approval as is the process for this change to the PGH. P. Briggs called for the motion.</p> <p>Upon K. Hoffmans approval, change will be made to the handbook. No further discussion.</p>	<p>P. Pipal moved to add tri-chair to FOG as presented.</p> <p>S. Royer seconded.</p> <p>9-Yes, 0-No.</p> <p>Motion passes.</p>
<p>6. Accreditation Steering Advisory Group</p> <ul style="list-style-type: none"> Action Items - None 	<p>Lisa reported on the timeline for Accreditation – ISER. The Accreditation visiting team is showing up in 2023. The new process allows for the visiting team to have a report 6 months before they set foot on campus. A small group is being invited to a training on April 6th. This training will be on the new process and how to approach it as a group. Reach out to L. Putnam for an invite. A new timeline will be distributed then we will refine and review the draft in the fall for it to be ready for the visit. We need to have all of the signature and that can take months, so we will need feedback well in advance of needing signatures. The week after Spring Break on a Tuesday, April 6th start at 12noon-3pm.</p>	<p>L. Putnam to provide zoom link to those interested in attending the training.</p>

<p>7. Budget Resource Committee</p> <ul style="list-style-type: none"> Action Items – None 	<p>Cathy reported. They discussed a FOG related item. It has created a project initiation form for items that are not for the OOC. Will provide the form at a later date. It wasn't ready for this meeting.</p> <p>As a Budget related issue, C. Bojorquez thanked the AS Presidents from all colleges for the new allocation formula that now incorporates the new funding formula. It is a good thing for Ventura College. So, we have an allocation model, just not an infrastructure model.</p>	
<p>8. Guided Pathways Committee</p> <ul style="list-style-type: none"> Discussion Items – None Action Items – GP Scale of Adoption Assessment (SOAA) 	<p>S. Szczebiot reported that there is a retreat coming up. The big thing to look forward to. The SOAA went to the Board and was submitted to State. It may be last time to have to do that. Less planning and more reporting. Have decided to divide up into workgroups and it is open to everyone. Workgroups are honing into certain aspects of the SOAA and looking to come up with concrete ways to allocate the grant money. They created pretty transparent funding request form and that should make it nice and orderly. Be sure to attend. We have an opportunity to add the program mapper to college resources and tools to our website. To get an idea on what the program mapper looks like, take a look at the Bakersfield College website and you will get a good idea of where we are headed. Lot of exciting stuff. There will there be prizes and other things at the retreat.</p>	
<p>9. Student Success Committee</p> <ul style="list-style-type: none"> Action Items - None 	<p>Damien reported that the committee developed 5-6 groups to work after really looking at the Student Equity Plan. They had presentations and robust discussions. Per D. Clark, they looked at the different activities and tried to decide what VC needs to do. They took a page from our GP friends of how things will be implemented. Something like a mini SOAA. Kudos for that effort.</p>	
<p>10. Governance Committee Updates</p> <ul style="list-style-type: none"> Academic Senate Associated Students of VC Classified Senate 	<p>AS – D. Clark reported that the State Plenary is coming up so he will attend that along with P. Pipal. Had 3 resolutions that passed with some vigorous discussions the last two meetings. Exciting times at Academic Senate. P. Pipal will run the next meeting and hold the fort down.</p> <p>ASVC – E. Rodriguez reported that the day before they hosted a Women's History Month drive thru event. They partnered up with a Santa Paula business which is a woman owned business. ASVC are now in election</p>	

	<p>season. Please spread the word. They are having their meetings on Mondays.</p> <p>CS – S. Szczebiot thanked all for their support for our spring fundraiser. Enough money was raised for another student scholarship. Will be able to award two scholarships because of the support. Elections for President and Treasurer will begin soon.</p> <p>P. Briggs announced the end of the year surveys will be going out for feedback on committees. The results will be discussed at the next CPC meeting. Keep a look out.</p>	
11. Adjourn	Next Meeting: April 28, 2021 – last meeting	

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