



College Planning Council

MINUTES FOR March 8, 2019		10:00 AM- 12:00 PM	Public Safety Academy 19A&B
Members Present:	Joel Kinnamon, Carl Farmer, Pablo Romero, Angel Lua, Sarah Fry, Donna Green, Andrew Johnson, Linda Emerson, Kimberly Brooks, Denise Diamond, David Bashore, Robert Holmes, Keith Prouty, Liliana Casas, Uriel Contreras, John Mosser, Mary Lou Marrujo, Leslie Young, Amanda Phillips, Jessica Enders, Sheri Willis, John Ramont, Mark Zacovic, Annebelle Nery, Pam Hunter, Daniel Martinez, Kim Dozier, Katie Chartier		
Members not Present:	Darlene Romano, Angel Meraz, Michael McJilton, Anthony Tesch, Yazzmine De Leon, Jeff Baker, Carlos Maldonado		
Guest(s):	Sai Vang, John White		
Recorder:	Kayci Lydeen		

AGENDA

1. Call to Order: 10:04am			
2. Action Item(s)			
2.1 Approval of Agenda			
DISCUSSION	<p>Added a discussion item.</p> <p>Discussion item – Announced On-Site Program Review by the Department of Education</p> <p>John Ramont motioned to approve the agenda as amended, seconded</p>		
CONCLUSION	Approved as amended.		
FOLLOW-UP ITEMS		PERSON RESPONSIBLE	DEADLINE
2.2 Approval of Feb. 22, 2018			
DISCUSSION	Keith Prouty motioned to approve the minutes, seconded.		
CONCLUSION	Approved as presented.		
FOLLOW-UP ITEMS		PERSON RESPONSIBLE	DEADLINE
2.3 Assessment of Planning and Outcomes Subcommittee Recommendations to Improve the Staff Prioritization Process – 2nd Reading			
DISCUSSION	<p>Dr. Nery motioned to approve, seconded</p> <p>Dr. Nery did not receive any comments or additional items.</p>		
CONCLUSION	Motion carried.		
FOLLOW-UP ITEMS		PERSON RESPONSIBLE	DEADLINE
2.4 Assessment of Planning and Outcomes Subcommittee Recommendations to Improve the Equipment Prioritization Process- 2nd Reading			

DISCUSSION	John Ramont motioned to approve, seconded.		
	No additional comments received.		
CONCLUSION	Motion carried.		
FOLLOW-UP ITEMS		PERSON RESPONSIBLE	DEADLINE
2.5 Administrative Procedure 5013 Students in the Military – 2nd Reading			
DISCUSSION	Amanda Phillips motioned to approve, seconded		
	Dr. Nery did not received any additional feedback or questions.		
CONCLUSION	Motion carried.		
FOLLOW-UP ITEMS		PERSON RESPONSIBLE	DEADLINE
2.6 Administrative Procedure 5015 Residency Determination – 2nd Reading			
DISCUSSION	Amanda Phillips motioned to approve, seconded		
	AP is legal updates and received not additional feedback.		
CONCLUSION	Motion Carried.		
FOLLOW-UP ITEMS		PERSON RESPONSIBLE	DEADLINE
2.7 Administrative Procedure 5055 Enrollment Priorities – 2nd Reading			
DISCUSSION	John Ramont motioned to approve, seconded,		
	Request to spell out the BOG acronym to Board of Governors.		
CONCLUSION	Motion carried.		
FOLLOW-UP ITEMS		PERSON RESPONSIBLE	DEADLINE
2.8 Administrative Procedure 5130 Financial Aid – 2nd Reading			
DISCUSSION	John Ramont motioned to approve, seconded		
	No additional feedback.		
CONCLUSION	Motion Carried.		
FOLLOW-UP ITEMS		PERSON RESPONSIBLE	DEADLINE
2.9 Administrative Procedure 6360 Electronic Systems and Materials – 2nd Reading			
DISCUSSION	Sheri Willis motioned to approve, seconded.		
	No additional feedback given.		
CONCLUSION	Motion carried.		
FOLLOW-UP		PERSON RESPONSIBLE	DEADLINE

2.10 Administrative Procedure 6900 Bookstore(s) – 2nd Reading			
DISCUSSION	Sheri Willis motion to approve, second 2 nd reading of 6900 for deletion.		
CONCLUSION	Motion carried.		
FOLLOW-UP		PERSON RESPONSIBLE	DEADLINE
2.11 Administrative Computing Committee Charter – 2nd Reading			
DISCUSSION	Sheri Willis motion to approve, seconded Sheri Willis did not receive any additional feedback.		
CONCLUSION	Motion carried.		
FOLLOW-UP		PERSON RESPONSIBLE	DEADLINE
2.12 Administrative Procedure 3550 Drug Free Environment and Drug Prevention Program – 1st Reading			
DISCUSSION	Amanda Phillips motion to approve, seconded 1 st reading on 3550, this is a recommendation that we delineate the health risk that are associated with the use of drug use and alcohol. Federal compliance, recent update in CCLC requirement. Reapproving the AP with no changes.		
CONCLUSION	Motioned carried.		
FOLLOW-UP		PERSON RESPONSIBLE	DEADLINE
2.13 Request to establish a Work group to establish an Employee Giving Campaign for the 2019-2020 Academic Year			
DISCUSSION	Amend the title of item to “Request to establish a Work Group to establish an Employee Giving Campaign for the 2019-2020 academic year” Dr. Nery motion to approve, seconded. Foundation would like to explore an idea of an employee giving campaign for coming year and would like to have volunteers for this work group. Classified staff and Senate are open to appoint representatives to this group.		
CONCLUSION	Motion carried.		
FOLLOW-UP		PERSON RESPONSIBLE	DEADLINE
3. Information/Discussion Item(s)			
3.1 On-Site program Review by the Department of Education			
DISCUSSION	Dr. Kinnamon received a letter earlier this week indicating that the Department of Education will be on-site to review all offices involved in financial aid administration. The review will also assess the institution’s administration of the Jeanne Clery Disclosure of Campus Security Policy and Campus Crimes Statistics. Compliance with the Requirements of the Drug Free Schools and Communities Act and Part 86 of the Departments General Administrative		

	Regulations. This visit is routine and will be conducted at colleges throughout the country. We need to be transparent and accessible, timeline will be given when they arrive on April 1 st .		
CONCLUSION			
FOLLOW-UP ITEMS		PERSON RESPONSIBLE	DEADLINE
3.2 End-User Data Subcommittee Update			
DISCUSSION	Dr. Martinez updated the group in process of discussing and Developing recommendations for the vision and success goals required by all the colleges to coincide with the Chancellor's Office requirements. Dr. Martinez will bring the Vision for success goals for COD at the next CPC meeting for a 1 st reading.		
CONCLUSION			
FOLLOW-UP ITEMS		PERSON RESPONSIBLE	DEADLINE
3.3 Board Policy 3550 Drug Free Environment and Drug Free Prevention Program			
DISCUSSION			
CONCLUSION	Dr. Zacovic to bring back the Board Policy at the next meeting with AP 3550 2 nd reading.		
FOLLOW-UP ITEMS		PERSON RESPONSIBLE	DEADLINE
Good of the Order: International Women's Day – Carl Farmer wanted to thank and recognize all the women of this committee and the college for all their hard work as well as how important Women are in the STEM field.			
4. Adjournment: 10:21am			

NEXT MEETING: Friday, April 5, 2019 | Craven's Multi-Purpose Room