



## **College Planning Council**

### **Minutes for Friday, March 13<sup>th</sup>, 2020**

10:00 am – 12:00 pm

Cravens Multi-Purpose Room

#### **Meeting Participants**

##### **Committee Members Present**

Joel Kinnamon, Kim Dozier, Darlene Romano, Pablo Romero, Elena Cruz Santoyo, Angel Meraz, Donna Greene, Andrew Johnson, Michael McJilton, Carl Farmer, Linda Emerson, Juan Moreno Ibarra, Geoff Hagopian, Robert R. Holmes, Arianne Schulz, Keith Prouty, Michael Gayle, Yazzmine De Leon, Keanna Garcia, John White, Mary Lou Marrujo, Douglas Benoit, Cody McCabe, Jessica Enders, John Ramont, Andrea Staehle, Oscar Espinoza-Parra, Annebelle Nery, Daniel Martinez, Carlos Maldonado, Katie Chartier

##### **Committee Members Not Present**

Sheri Willis, Pam Hunter, Ed Reed

##### **Guest(s)**

Brandon Toepfer, Sara Butler, Jeff Larson, Scott Adkins, Richard Ramirez

##### **Recorder**

Kayci Lydeen

#### **Meeting Minutes**

##### **1. Call to Order**

10:01am

##### **2. Action Items**

###### **2.1 Approval of Agenda**

- Mary Lou Marrujo moved to approve, Jessica Enders seconded.

## **2.1 Conclusion**

- Approved as presented

## **2.2 Approval of February 28, 2020 Minutes**

- Mary Lou Marrujo moved to approve, John Ramont seconded.

## **2.2 Conclusion**

- Approved as presented.

## **2.3 Noncredit Work Group Recommendations – 2nd Reading (Nery)**

- Dr. Annebelle Nery moved to approve, Kim Dozier seconded.
- No additional feedback since 1<sup>st</sup> reading on February 28, 2020.

## **2.3 Conclusion**

- Motion carried.

## **2.4 Administrative Procedure 5075: Course Adds, Drops and Withdrawals – 2<sup>nd</sup> Reading (Baker)**

- John Ramont moved to approve, Juan Moreno seconded.
- Added recommendations from 1<sup>st</sup> reading on February 28, 2020.  
Recommendations are reflected in the new document.

## **2.4 Conclusion**

- Motion carried

## **2.5 Professional Development Committee Description – 2<sup>nd</sup> Reading (Zacovic)**

- Dr. Annebelle Nery moved to approve, Kim Dozier seconded.
- Corrections made at the 1<sup>st</sup> reading on February 28, 2020 reflected in the committee description.

## **2.5 Conclusion**

- Motion carried

## **2.6 Administrative Procedure 5015: Residence Determination – 2<sup>nd</sup> Reading (Baker)**

- Mary Lou Marrujo moved to approve, Juan Moreno seconded.
- Added recommendations from 1<sup>st</sup> Reading on February 28, 2020 and those changes are reflected in document.

## **2.6 Conclusion**

- Motion carried

## **2.7 Facilities Advisory Committee Charter – 1<sup>st</sup> Reading (Ramont)**

- Dr. Annebelle Nery moved to approve, Juan Moreno seconded.
- The committee charter reflects the changes from its annual review. Committee added “or designee” and added “Executive Director of Facilities and Bond Management”.

## **2.7 Conclusion**

- Motion carried.

## **3. Information/Discussion Items**

### **3.1 Assessment of Planning and Outcomes Subcommittee Update (Nery)**

- Subcommittee met yesterday, reviewed the APO recommendation that has not been completed, CPC to create a work group for district staffing plan. Allocated resources to offsite locations for staffing. Not formal action today but just information.
- Recommendation to work with budget subcommittee will look at what an offsite location will look like. Conduct meetings virtually.
- Nery to send Marvin’s email about moving to online as an option for faculty. Training sessions will be emailed out today.
- Provided information on training options as we move forward to online services for students at this time.

### **3.2 Safety Committee Update (Toepfer)**

- The Safety committee met twice this week.

- The Safety Committee met with the Health and Welfare committee to discuss the measures College of the Desert is taking against the Coronavirus.
- Maintenance and Operations has placed CDC posters around campuses, purchased hospital grade cleaning supplies, increased touch surface cleaning as well as retrained custodial staff.

#### **4. Adjournment**

10:50am

#### **Next Meeting**

Friday, March 27<sup>th</sup>, 2020

10:00 AM – 12:00 PM

Cravens Multi-Purpose Room