



College Planning Council

Minutes For Friday, December 8th, 2017		10 AM - 12 PM	Cravens Multi-Purpose Room
Members Present:	Joel Kinnamon, Carl Farmer, Darlene Romano, Pablo Romero, Veronica Daut, Sarah Fry, Courtney Doussett, Andrew Johnson, Sally Kalpakoff, Anthony Tesch, Linda Emerson, Maria Herrera, Denise Diamond, David Bashore, Robert Holmes, Lauro Jimenez, Lily Casas, Isiah Estrada, Arturo Delgado, John Ramont, Mary Lou Marrujo, Karen Tabor, Amanda Phillips, Jessica Enders, Sheri Willis, Lisa Howell, Mary Anne Gularte, Pamela Ralston, Pam Hunter, Daniel Martinez, Courtney Doussett, Joseph Aguirre, Katie Chartier		
Members not Present:	Vida Rossi Dean, Annebelle Nery		
Guest(s):	Jeff Larson		
Parliamentarian:	Carlos Maldonado		
Recorder:	Sai Vang		

AGENDA

1. Call to Order: 10:03am			
2. ACTION ITEMS			
2.1 Approval of October 27, 2017 Minutes			
DISCUSSION	None.		
CONCLUSION	Approved as presented.		
FOLLOW-UP ITEMS		PERSON RESPONSIBLE	DEADLINE
2.2 Integrated SSSP/BSI/Equity Plan			
DISCUSSION	<p>Amanda Phillips motioned to approve, acknowledging that not plan would not move forward to the Board without the approval of the Academic Senate, seconded.</p> <p>The integrated Plan is a combination of three plans that were approved in previous years. They are the Student Equity Plan, SSSP Plan, and the Basic Skills Initiative Plan. Over the summer, a workgroup consisting of Dean Phillips, VP Nery, and faculty member Gary Bergstrom, consolidated the three separate plans without adding new activities or expenditures. The plan received first and second readings at two CPC subcommittees.</p> <p>The plan is due to the state in January 2019. Due to time constraint, there will not be a second reading. It is acknowledged that the best practice is to have a first and second reading at CPC.</p>		
CONCLUSION	Motion carried unanimously.		
FOLLOW-UP ITEMS		PERSON RESPONSIBLE	DEADLINE
2.3 Guided Pathways Self-Assessment			
DISCUSSION	Lauro Jimenez motioned to approve Guided Pathways Self-Assessment, seconded.		

	<p>Guided Pathways' framework is a set of best practices that is nationally recognized and state supported. It maps a pathway to help students through access, course sequences, and program of study. Guided Pathways is a state initiative with funding attached for participating colleges. It is an opportunity and not a requirement.</p> <p>Also due to time constraint and no CPC meetings in November, there will not be a second reading. The Academic Senate has reviewed the document and it passed unanimously.</p>
CONCLUSION	Motion carried unanimously.
FOLLOW-UP ITEMS	
PERSON RESPONSIBLE	DEADLINE
2.4 Administrative Procedure 4040: Library and Learning Support Services – 1st Reading	
DISCUSSION	<p>Pamela Ralston motioned to approve the Administrative Procedure 4040: Library and Learning Support Services – 1st Reading, seconded.</p> <p>Updates in Administrative Procedure 4040 is to be in line with recommendations by CCLC and reflect previous practices. The 2nd paragraph was strike out because the information is no longer applicable.</p>
CONCLUSION	<p>Change grammar in the second bullet from “Providing learning...” to Provide learning...”</p> <p>Motion carried unanimously.</p>
FOLLOW-UP ITEMS	
PERSON RESPONSIBLE	DEADLINE
3. INFORMATION/DISCUSSION ITEMS	
3.1 Board Policy 4040: Library and Learning Support Services	
DISCUSSION	Board Policy 4040: Library and Learning Support Services is the corresponding Board Policy to Administrative Policy 4040. There are additional language to trigger the understanding of changes in Administrative Policy 4040.
CONCLUSION	None.
FOLLOW-UP ITEMS	
PERSON RESPONSIBLE	DEADLINE
3.2 Faculty Prioritization Update	
DISCUSSION	<p>The Faculty Prioritization Committee convened on December 1st to prioritized faculty requests. The prioritized list is the committees' recommendation to the Superintendent/President.</p> <p>The faculty prioritization process was an improvement from previous years. The process is not perfect and will be evaluate for continuous improvement. This process will be critical for faculty hiring in the future, because the college will not be able to hire 18 faculty each year. President Kinnamon will review the list with additional data provided by the Research Office. He will announce the positions approved for recruitment before winter break to begin advertising in spring 2018.</p> <p>An update on staff prioritization will be announce soon.</p>

CONCLUSION			
FOLLOW-UP ITEMS		PERSON RESPONSIBLE	DEADLINE
3.3 Educational Master Plan Update			
DISCUSSION	<p>Groups are working to develop action plans around some of the objectives in the Educational Master Plan. In the beginning of the spring term, the college will be re-examine some of the priorities due to the college growth and changes. The implementation is in a slow down to check on objectives that reshaping. Objectives that are moving forward are more pragmatic in nature.</p> <p>President Kinnamon met with consultants working on Educational Master Plan and Facilities Master Plan to crosswalk both plans to ensure that they complement each other.</p>		
CONCLUSION			
FOLLOW-UP ITEMS		PERSON RESPONSIBLE	DEADLINE
4. Adjournment: 10:22am			
Update on Bellwether Awards: COD is one of 12 colleges nominated for an award. We are the only college nominated for two awards. More details to follow when the awards are announced in January 2018.			
Next Meeting: Friday, February 9, 2018 10:00-12:00 PM		Location: Cravens Multi-Purpose Room	