



College Planning Council Meeting Minutes  
 Thursday, January 29, 2009  
 1:30 to 3:30 p.m. – Building 3, Room 142

Members Present: Linda Allen, Margie Carrington, Sarah Harmon, Joan Murphy, Martin Partlan, Gregory Stoup,  
 Ex-Officio: Thomas Mohr  
 Members Absent: Alicia Aguirre, Student Representatives  
 Guests: Anniqua Rana

AGENDA ITEM	CONTENT	PRESENTER
1) APPROVAL OF MINUTES	The minutes of December 18, 2009 were approved as submitted.	Margie Carrington & Anniqua Rana, College Council Co-Chairs
2) BUSINESS  I. College Planning  a. College Planning Council Appointment	<p>A motion was made to nominate Classified member Margie Carrington as Co-Chair of the College Planning Council. With no other nominations, Margie was unanimously elected Co-Chair of the College Planning Council. It was decided to wait until the next meeting to elect a Faculty Co-Chair as not all faculty members were present.</p> <p>Those serving on the College Planning Council, formerly College Council, were introduced and included:</p> <ul style="list-style-type: none"> <li>• <u>Academic Senate President</u> – Martin Partlan</li> <li>• <u>Classified Senate President</u> or Vice President – Joan Murphy</li> <li>• Student Senate President and two students – ASCC is in the process of getting student representation for the Council</li> <li>• <u>Full Time Faculty member</u> – Alicia Aguirre</li> <li>• <u>Adjunct</u> or full time faculty member – Sarah Harmon</li> <li>• <u>Two Classified Staff members</u> – Margie Carrington &amp; Linda Allen</li> <li>• <u>Director of Planning, Research, &amp; Student Success</u> – Gregory Stoup</li> <li>• <u>College President</u> – Thomas Mohr (ex-Officio)</li> </ul>	Margie Carrington & Anniqua Rana, College Council Co-Chairs

<p>b. By-Laws</p> <p>c. Student Services Planning Council</p> <p>d. Instructional Planning Council</p> <p>II. Accreditation</p> <p>a. Commission Letter</p> <p>b. Progress Update</p> <p>c. Next Steps</p> <p>d. Accreditation Oversight Committee</p>	<p>The names of those sitting on the Budget Committee were reviewed. The Committee will have their first meeting on February 4<sup>th</sup> and will continue to meet on the first and third Wednesday of the month unless there is a need to meet more frequently.</p> <p>Changes to the College Council By-Laws were reviewed and discussed that included:</p> <ul style="list-style-type: none"> <li>• A Mission Statement for the College Council Planning Committee will need to be written</li> <li>• Proposed to change the Consensus Method to the same voting method used by District Shared Governance</li> <li>• Suggested replacing the Planning &amp; Budget Process chart with the Planning Structure Chart - more discussion to follow on this</li> </ul> <p>Members were supportive of the revisions made to the By-Laws.</p> <p>The Instructional Planning Council and Student Services Planning Council will need to have their first meeting in early February. The Instructional Deans and Student Services Deans have been asked decide amongst themselves who will serve as Co-Chair on the IPC and SSPC as both Vice President positions are vacant. They will also be asked to coordinate the initial Council meetings. The names of those serving on the IPC and SSPC were reviewed. Members of both Councils will be contacted and advised of the Council they will be serving on.</p> <p>Informed members that the College received a letter from the ACCJC informing us that our Progress Report to them is due on October 15, 2009. A copy of the action letter and guidelines for preparing a Follow-Up Report accompanied the letter. The ACCJC Commission did have a meeting January 7, 8, and 9 but Cañada has not received word of any actions taken at that meeting.</p> <p>Gregory Stoup, Director of Planning, Research, and Student Success, reported on the Accreditation Institute he attended on January 22 through 25 and the information shared amongst the other attending College.</p> <p>Reviewed our accreditation timeline and milestone beginning with the formation of the Steering Committee, Self-Study, ACCJC visitation, and our Follow-Up Report to ACCJC. The College has done a lot of work on the Strategic Planning goals, Basic Skills development and implementation, Institutional Planning Framework, and SLOs. Greg is in the process of developing a Road Map for the College from the ACCJC rubric that we can use as a guide and timeline on where we need to be.</p> <p>Sharon Finn will be working with Greg on Accreditation assisting him with gathering evidence and in the writing process.</p>	<p>Martin Partlan, Academic Senate President</p> <p>Margie Carrington &amp; Anniqua Rana, College Council Co- Chairs</p> <p>Thomas Mohr, President</p> <p>Gregory Stoup, Director of Planning, Research, &amp; Student Success</p> <p>Thomas Mohr, President</p>
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<p>III. State of the College</p> <p>a. Financial Update</p> <p>b. Vice President position</p>	<p>No Report</p> <p>President Mohr has met with the Student Services division and reviewed the job description for the Vice President of Student Services. The job description is similar to the previous one. Is planning on meeting with the committee beforehand and to give his view on the position. The committee will be chaired by Dean Melissa Raby and is in the process of being formed.</p> <p>The hiring committee for the Vice President of Instruction has been formed and is being chaired by Dean Linda Hayes.</p>	<p>Thomas Mohr, President</p>
<p>3) BUDGET COMMITTEE UPDATE</p>	<p>The Committee has not met since December 17<sup>th</sup> as there has been no additional budget news from the State. At their last meeting they did not have a quorum and therefore could not vote on recommending the budget reductions of \$732,000 proposed by President Mohr. This is on the agenda for their next meeting on February 4<sup>th</sup>. The College is going ahead with these proposed reductions.</p>	<p>Joan Murphy &amp; Martin Partlan, Budget Committee Co-Chairs</p>
<p>4) SENTATE UPDATES</p> <p>ASCC</p> <p>Academic Senate</p> <p>District Shared Governance</p> <p>Classified Senate</p>	<p>ASCC had a retreat over Winter Break and planned events for the Spring 2009 semester. Upcoming events include Chinese New year celebration on 1/26, film presentation for Black History month, and sponsoring Diversity workshop “Let’s Talk About Race.”</p> <p>Met last Thursday and had a discussion on class size. Reviewing with AFT the Student Equity Plan. Will be asking the College Planning Council to review the Student Equity Plan and what we should be doing with it.</p> <p>Will be meeting next week.</p> <p>Met on Monday. Carol Rhodes came to the meeting and spoke on institutional SLOs. Linda Allen spoke on the District’s Rules &amp; Regs 1.0. \$1280 made on the Holiday Raffle.</p>	<p>Aja Butler, Student Activities Coordinator</p> <p>Martin Partlan, Academic Senate President</p> <p>Joan Murphy, Classified Senate President</p>
<p>5) DIVISION &amp; COMMITTEE UPDATES</p> <p>Business</p> <p>Humanities</p>	<p>Division met on Flex Day and worked on SLOs. Yesterday was Opening Day for Men’s Baseball Pre-Season – team had first triple play.</p> <p>Met last week. Working on Summer Program.</p>	<p>Ron Trugman</p> <p>Anniqua Rana</p>

Science & Technology	No news on grant applications submitted.	Janet Stringer
Student Services		
EOPS	Are no longer taking applications for Spring 2009 but are taking them for Fall 2009	Margie Carrington
Financial Aid	Scholarship applications are available. March 2 is the date when due.	
Health	Blood Drive on February 2 and 3.	
6) MATTERS OF PUBLIC INTEREST	President Mohr reviewed enrollment figures for Spring 2009.  California Community College Class of Year nomination by College due 3/10. Retirement Reception for Vice President of Student Services Phyllis Lucas-Woods on Monday, February 2 from 1 to 3 p.m.	Thomas Mohr, President
7) ADJOURNMENT	Meeting adjourned at 3:20 p.m.	