



COLLEGE PLANNING COUNCIL MEETING MINUTES

Thursday, December 3, 2009

2:15 p.m. – Building 2, Room 10

Members Present: Peter Barbatis, Leonor Cabrera, Margie Carrington, Roberta Chock, Rachel Corrales, Martin Partlan, Gregory Stoup, Shaylona Wheeler

Ex-Officio: Thomas Mohr - President

Members Absent: Sarah Perkins, Akilles Speliopolous, Darnell Spellman

Guests: Regina Blok, Linda Hayes, Robert Hood, Debbie Joy, Vickie Nunes, Jonna Pounds, Joan Rosario, Maggie Souza, Mike Tyler, Terry Watson

AGENDA ITEM	CONTENT	PRESENTER
1) APPROVAL OF MINUTES 11/9 & 11/19	The minutes of November 9 th and November 19 th were approved by consensus.	Leonor Cabrera & Margie Carrington, CPC Co-Chairs
2) BUSINESS I. Swing Space Update (Informational)	Reported that the transition group involved in the Swing Space move has begun to meet with some of the constituents. The final plans for the Swing Space move include: <ul style="list-style-type: none"> • 9-154, currently the Staff Lounge, will be converted to a Student Life area and an office for the Student Activities Coordinator. This area will be a place where students can come to in between classes that will include a game room and soft seating. • DSPPS will be located in the current EOPS Lounge. Their testing and assessment will be done in 9-153. • The EOPS workroom will serve as break room and lounge for EOPS • Large workroom next to the EOPS workroom will serve as the Staff Lounge. The mailboxes and copy machine will be moved to another area on the first floor of Building 9. • Psychological Services will occupy the currently vacant offices in the Counseling area. • Health Service will be moving to Building 22. Plans for the space they will be occupying are not finalized yet but looking at using the reception area space along with rooms 106 and 109. • Cafeteria will be closing on December and at the beginning of the Spring 2010 semester be located on the upper quad between Buildings 18 and 9 	Peter Barbatis, Vice President of Student Services

<p>II. Instructional Planning Council Recommendations for 2010-2011 (Informational)</p>	<ul style="list-style-type: none"> • Move will take place during the winter break <p>This agenda item was presented by Dean Linda Hayes as Vice President Perkins was unable to attend the meeting. The memo and proposal reads as follows: <i>“The Instructional Planning Council (IPC) was charged with preparing a recommendation for the College Planning Council in regard to budget reductions. To that end, the IPC has worked on addressing the question: What would we like Cañada College to look like in 3 to 5 years. Notes from that discussion are attached. This discussion was framed by the College’s mission statement and the 4 priority goals for the College. Decisions have been made to keep pathways clear for students to meet educational goals and to serve as many students as possible within the budget constraints. Cañada’s FTES funding will be reduced for next year causing the College to have to cut back on the number of courses we will be able to offer. The IPC also engaged in the Program Improvement and Viability process. Two programs were put forward for the PIV process, Real Estate and Adaptive Physical Education. Reports from each program were presented to IPC in November. In order to meet College planning process deadlines, IPC held an emergency meeting on December 2, to consider a full recommendation on reductions from instruction, including programs in the PIV process. The Council engaged in discussion including exploring alternatives. In the end, the Council, in the context of recognizing the state mandated reduction, gave its endorsement to the attached proposal.”</i></p> <p><u>Proposal for Reductions in Instruction* in Response to District Mandated 10% Reduction in Cañada College’s 2010-2011 Budget</u></p> <ol style="list-style-type: none"> 1) Section reductions <ol style="list-style-type: none"> a. Need to meet FTES reduction; 2010 – 2011 FTES total=4487 b. Reductions for fall/spring 2010-2011 = approximately \$530,000 c. Reductions for Summer 2010 = approximately \$80,200 2) Coordination reduction <ol style="list-style-type: none"> a. Approximately \$5,200 3) Faculty Retirement <ol style="list-style-type: none"> a. \$52,000 b. Any other additional retirements 4) Post Retirement contract ending 2010 <ol style="list-style-type: none"> a. Approximately \$43,320 5) PIV process <ol style="list-style-type: none"> a. Real Estate <ol style="list-style-type: none"> i. Not schedule Real Estate for 2 years ii. Review curriculum at that time iii. Approximately \$11,000 	<p>Linda Hayes, Dean of Business, Workforce & Athletics</p>
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<p>III. 2010-2011 Budget Recommendation to College President (Action)</p>	<p><i>b. Adaptive PE</i></p> <p><i>i. Unfund the 3 positions; move for consolidation at CSM</i></p> <p><i>1. Have new facility on campus</i></p> <p><i>2. Possibility remains to maintain classes in Redwood City</i></p> <p><i>ii. Approximately \$130,000</i></p> <p>6) Discontinue Telecourses</p> <p><i>a. \$21,000</i></p> <p>7) Men's Golf</p> <p><i>a. Banking VARS 140</i></p> <p><i>b. \$14,000</i></p> <p><u>Total \$886,720</u></p> <p>Questions and discussion followed that included:</p> <ul style="list-style-type: none"> • Number of students taking tele-courses – stated that the numbers are not large • What will happen to the 2 ½ positions in Adaptive P.E. <ul style="list-style-type: none"> - full time faculty member has seniority in the District - full time classified staff members will go through Managed Hiring which is being handled by the District - short term hourly member will be released - hoping that program will be consolidated with program at CSM or go to Community Education • summary of the IPC meeting • Noted that no one serving on the IPC wanted to make these cuts and were it any other way the IPC would not be making this recommendation <p>A motion was made and seconded to move forward and support the Instructional Planning Council recommendation as well as the other recommendations previously introduced and heard in order for the College President to go forward to the Board of Trustees with the plans for meeting the 10% request to reduce the budget for 2010-11. All members in attendance agreed by consensus.</p>	<p>Leonor Cabrera & Margie Carrington, CPC Co-Chair</p>
<p>3) COMMITTEE/DIVISION UPDATES Budget Committee</p>	<p>Reported that a Student Forum was held during yesterday's meeting. Discussion included students becoming more pro-active in getting more funding.</p>	<p>Martin Partlan, Budget Committee Co-Chair</p>
<p>4) NEXT STEPS</p>	<ul style="list-style-type: none"> • Discussion on what the CPC will be doing in the upcoming semester • Receive feedback from the 12/9 Board of Trustees meeting 	<p>Leonor Cabrera & Margie Carrington,</p>

	<ul style="list-style-type: none"> • Safety Committee - discussion on smoking on campus 	CPC Co-Chairs
5) MATTERS OF PUBLIC INTEREST	<ul style="list-style-type: none"> • President Mohr will be attending a Educational Committee hearing in Sacramento on Monday. • President Mohr and the Vice Presidents met with civic leaders at Fair Oaks Community Center to discuss how the College could best serve the residents in the North Fair Oaks area. All agreed that we need to stay together and plan in the areas of job training and language development • Theater Arts fundraiser is tomorrow from 4:30 to 7 p.m. in the Theater Foyer • Tickets for the Classified fundraiser Holiday Baskets are on sale • A Retirement Reception for Nonan Villanueva will be held on Monday, December 7th from 12:30 to 2 p.m. in 9-154. 	Leonor Cabrera & Margie Carrington, CPC Co-Chairs
6) ADJOURNMENT	The meeting was adjourned at 3:15 p.m.	Leonor Cabrera & Margie Carrington, CPC Co-Chairs