



COLLEGE PLANNING COUNCIL MEETING MINUTES
Thursday, November 18, 2010
2:00 to 4:00 P.M. – Building 3, Room 142

Members present: Leonor Cabrera, Roberta Chock, Rachel Corrales, Scott Koppel, Martin Partlan, Sarah Perkins, Robin Richards, Jonathan Werden
 Members absent: Thomas Mohr – President, Joan Murphy, Darnell Spellman, Gregory Stoup,
 Guests: Jennifer Castello, Linda Hayes, Vickie Nunes, Bart Scott, Mike Tyler, Dave Vigo

AGENDA ITEM	PRESENTER	PROCESS
1) APPROVAL OF MINUTES	The minutes were approved as submitted.	Rachel Corrales & Leonor Cabrera, College Planning Council Co-Chairs
2) BUSINESS		
I. Strategic Planning	Will be presented at another meeting.	Gregory Stoup, Director of Planning, Research, and Student Success
II. Accreditation Function Map Update	Will be presented at another meeting.	Gregory Stoup, Director of Planning, Research, and Student Success
III. Noel Levitz Survey	<p>The findings from the Noel-Levitz Survey that was administered to Cañada students in Spring 2010 were reviewed. It was noted that this survey was also done at College of San Mateo and Skyline Colleges. The Noel Levitz Survey is a national survey of students conducted by hundreds of colleges every year in the United States. The survey measures two key metrics which are importance and satisfaction. It was given to a representative sample (by gender, ethnicity, and age) of Cañada students. Cañada College received approximately 400 responses. The survey results can be compared to the national average of other community colleges.</p> <p>General findings showed:</p> <ul style="list-style-type: none"> • Cañada students are more demanding than the national average, consistently giving higher importance ratings to every category than the national average of other community colleges • Our students are much more satisfied than the national average and 	<p>Gregory Stoup, Director of Planning, Research, and Student Success</p> <p>Bart Scott, Administrative Analyst</p>

<p>IV. Hiring Process Review</p>	<p>reported satisfaction higher than the national average on 61 of 70 items.</p> <ul style="list-style-type: none"> • Strengths include: <ul style="list-style-type: none"> - our academic services - library resources and staff, computer labs and equipment, tutoring and academic support services. - Student centeredness - staff helpfulness, approachable administrators, feeling of belonging, concern for students. • Lowest scores were on campus support services – child care, veteran services, career services, orientation, and student center. • Cañada rated just above the national average on summary questions asking student satisfaction with our college <p>Feedback on the hiring process used by our college in the fall semester from the IPC and SSPC was reviewed. The SSPC:</p> <ul style="list-style-type: none"> • Liked having the opportunity to put forth information in an open process • Liked non-ranking • Liked having joint meetings and presentations • Liked that CPC did not vote but endorsed the process was followed • Liked the flow chart showing the process • Liked ballot voting • non-ranking was a problem as some groups ranked and other did not • Have consistent information sharing • Need to tweak the joint meeting process as room was not conducive to the type of meeting • Need to look at the roles of the Classified Senate and newly formed Administrative Planning Council <p>The IPC:</p> <ul style="list-style-type: none"> • Felt joint presentation worked along with its structure • Liked using the dots • Like have the College President present at the meeting • Include newly formed Administrative Planning Council • Look at where classified positions fall – through Divisions? • Need to arrange a better room for the joint meeting <p>It was proposed that a sub-committee be formed that would prepare a document laying out the expectations for our next hiring process. It was agreed that the Martin Partlan, Vice Presidents Perkins and Richards, and Leonor Cabrera would serve on this sub-committee.</p>	<p>Sarah Perkins, Vice President of Instruction Robin Richards, Vice President of Student Services</p>
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<p>3) DIVISION/COMMITTEE UPDATES</p>	<p>Humanities & Social Sciences Division: Notre Dame De Namur Theater Arts Department production of “Spelling Bee” on Decembe4 3, 4, and 5 in the Flex Theater. Redwood Symphony concert this Saturday evening. Business, Workforce & Athletics: Accounting Department Monopoly fundraiser raised \$900. Athletics Dance performance with CSM on December 10th at 7:30 p.m. in Main Theater. Men’s basketball is 4-0. Women’s Soccer is in the playoffs. Women’s Golf had two players go to NorCal and two placed at the State championships. District Budget Committee – informed that there will be an 80% probability of mid-year cuts by the State. Also predicting 4.5% cut for next year. Still discussing the allocation model. Cañada Budget Committee will be asking Tom Bauer, SMCCCD Director of Auxiliary Services, to speak on Auxiliary Services and Central Duplicating. ASCC - Student Spirit Day today with In/Out Burgers Student Services – SSPC is reviewing their planning process, SLOs, and how their programs are defined. Classified Senate met this past Monday and discussed the hiring process, the Pat Hanada event, and the holiday basket fundraiser.</p>	<p>Division/Committee Reps</p>
<p>4) NEXT STEPS</p>	<p>None</p>	<p>Rachel Corrales & Leonor Cabrera, College Planning Council Co-Chairs</p>
<p>5) MATTERS OF PUBLIC INTEREST</p>	<p>The Safety Committee have posted fliers on campus noting our college’s smoking policy effective January 1, 2011.</p>	<p>Rachel Corrales & Leonor Cabrera, College Planning Council Co-Chairs</p>
<p>6) ADJOURNMENT</p>	<p>The meeting was adjourned at 2:54 p.m.</p>	<p>Rachel Corrales & Leonor Cabrera, College Planning Council Co-Chairs</p>