



**MINUTES for JOINT MEETING OF  
BUDGET COMMITTEE & COLLEGE PLANNING COUNCIL**

**Wednesday, May 2, 2012**

**2:00 to 4:00 P.M. – Building 22, Room 114**

Budget Committee Members present: David Clay, Debbie Joy, Maria Lara-Blanco, Vickie Nunes, Sarah Perkins, Robin Richards, Tristan Sheldon, Gregory Stoup, Lezlee Ware, Helia Ying

Ex-Officio: James Keller – Interim President, Robert Hood – Director of Marketing

Members Absent: Margaret Hanzimanolis,

College Planning Council Members present: Jennifer Castello, David Clay, Sarah Harmon, Rosalina Mira, Joan Murphy, Sarah Perkins, Jonna Pounds, Robin Richards, Tristan Sheldon, Gregory Stoup,

Ex-Officio: James Keller – Interim President

Members Absent: Kevin Palmer

<b>AGENDA ITEM</b>	<b>PRESENTER</b>	<b>PROCESS</b>
<b>1) APPROVAL OF MINUTES</b>	The minutes were approved as submitted.	David Clay & Debbie Joy, Budget Co-Chairs Jennifer Castello & Joan Murphy, College Planning Council Co-Chairs
<b>2) BUSINESS</b>		
I. Emergency Hire	Noted that Kathy Sammut will be leaving our college and transferring to the Counseling Department at CSM. An emergency hire request for a full time tenure track faculty position to replace Kathy Sammut was presented. It was noted that the hiring committee for the emergency hire to replace Byron Ramey has recently met and that the advertisement for this position will close at the end of this month. It is being proposed that the same hiring committee and applicant pool be used for the emergency hire request being presented at this meeting. The SSPC has approved this request. The Academic Senate has approved the emergency hire request but recommends that a new hiring committee be formed. They feel that the position can be filled temporarily until a full time person is hired. Discussion followed. The Budget and CPC members agreed to only vote on the emergency hire position and not on the process. The proposal to use the same hiring committee and pool of applicants will go back to the Academic Senate for further discussion.  A motion was made and seconded to move forward with the emergency hire Counselor full time tenure track faculty position replacing Kathy Sammut. A vote was taken by the Budget Committee with all members agreeing. A vote was taken by CPC members with all members	Robin Richards, Vice President Student Services

		<p>agreeing.</p> <p>It was noted that there was consensus among the Budget Committee and CPC members to streamline our resources by using the same hiring committee and pool of applicants for both emergency hire positions.</p>	
II.	VPI Opening	<p>Announced that the college will have an Interim Vice President of Instruction. Discussed the upcoming needs for our college in the next year, the significance and the sense of urgency in filling this position. Interim President Keller welcomed any campus input.</p>	James Keller Interim President
III.	President Opening	<p>Reported that the position is being advertised through August 31<sup>st</sup>. The Academic Senate passed a resolution at its last meeting that the hiring committee be smaller with the same representation. It was noted that some of the faculty serving on the last committee may not be available to serve again. Discussion occurred on the timeline for the next search.</p>	Robin Richards, Vice President Student Services & David Clay, Academic Senate President
IV.	Shared Governance	<p>Information for our “Shared Governance Handbook,” was reviewed and included a list of campus shared governance committees along with their composition, purpose, report to, and service. Much of this information was obtained from the campus website but needs to be updated.</p> <p>The survey findings from our last college assessment in Spring 2010 were reviewed. It was proposed that we should do a campus survey before the end of the semester with similar questions and add a few pertaining to current issues the campus is dealing with. Discussion took place on whether we should continue combining the Budget Committee and CPC meetings. It was felt that the meetings have worked well leaving enough time to cover campus agenda items along with discussion. Suggested that we should provide appropriate time for committee/council orientations/training.</p>	Gregory Stoup, Director of Planning, Research & Student Success Jennifer Castello & Joan Murphy, College Planning Council Co-Chairs
V.	Education Master Plan Update	<p>A draft of the EMP Activities and Outcomes document was handed out and reviewed. The document serves place where we can document and track the work done on the objectives listed in our EMP.</p>	Sarah Perkins, Vice President of Instruction Robin Richards, Vice President of Student Services
VI.	Accreditation Update	<p>Reported that everything is on track. The Accreditation Oversight committee met last week and their first report draft was due last Friday. The committee is beginning the next step in the process which is to cross review the written standards. The second draft will be due in November 2012.</p> <p>The resolution statement created by Doug Hirzel is posted on the webpage and a survey is being sent out to faculty with responses due on May 9<sup>th</sup>.</p>	Gregory Stoup, Director of Planning, Research & Student Success

<p>VII. Framework for Student Success</p>	<p>The document “ A Framework for Measuring Student Success” proposed to the District Research Council was reviewed and discussed. The document includes a set of measures that reflect where we stand, what we need to consider, and what our next steps should be in addressing student success for our district. Measures include:</p> <ol style="list-style-type: none"> <li>1. Certificates of less than one year</li> <li>2. Certificates of greater than one year</li> <li>3. AAT/AS Degrees without transfer</li> <li>4. Transfer to a 4 year institution with an AAT/AS degree or certificate</li> <li>5. Certificates, Associate, or Bachelor’s Degrees at another institution</li> <li>6. Transfer to a 4 year institution without an AAT/AS degree or certificate</li> <li>7. Remaining enrolled with 30+ transfer units completed after five years</li> </ol>	<p>Gregory Stoup, Director of Planning, Research &amp; Student Success</p>
<p><b>3) DIVISION/COMMITTEE UPDATES</b></p>	<p>Business, Workforce &amp; Athletics</p> <ul style="list-style-type: none"> <li>• Athletic Hall of Fame on 5/5 at 6:00 p.m.</li> <li>• Colts baseball in playoffs this weekend</li> <li>• Dance Motion performance on 5/11 at 7:30 p.m.</li> <li>• Fashion Show on 5/12 at 8:00 p.m.</li> </ul> <p>Humanities &amp; Social Sciences</p> <ul style="list-style-type: none"> <li>• Undocumented Student Forum well attended with over 300 people in attendance</li> <li>• English Institute Recognition on 5/9 with 100 student being recognized</li> <li>• Humanities &amp; Social Sciences Awards on 5/8 at 5 p.m.</li> </ul> <p>Academic Senate/President’s Office</p> <ul style="list-style-type: none"> <li>• End of the Year Party on 5/18 at noon at Cañada Vista with faculty tenure recognition &amp; faculty/staff service awards</li> </ul> <p>Classified Senate: in the process of taking nominations/election for officers EOPS Recognition on 5/24 in 6-102 at 4:30 p.m.</p>	<p>Division/Committee Reps</p>
<p><b>4) NEXT STEPS</b></p>	<p>None</p>	
<p><b>5) MATTERS OF PUBLIC INTEREST</b></p>	<p>None</p>	
<p><b>6) ADJOURNMENT</b></p>	<p>The meeting was adjourned at 3:58 p.m.</p>	<p>David Clay &amp; Debbie Joy, Budget Co-Chairs Jennifer Castello &amp; Joan Murphy, College Planning Council Co-Chairs</p>