



**COLLEGE PLANNING COUNCIL MEETING MINUTES**

**Thursday, October 20, 2011**

**2:00 to 4:00 P.M. – Building 6, Room 112**

**Members Present:** David Clay, Rachel Corrales, Sarah Harmon, Jonna Pounds, Sandra Robles, Tristan Sheldon, Gregory Stoup

**Ex-Officio:** James Keller, Interim President

**Members Absent:** Leonor Cabrera, Joan Murphy, Sarah Perkins, Robin Richards

**Guests:** Roberta Chock, Robert Hood, Debbie Joy, Rita Sabbadini, Maggie Souza, Mike Tyler, Dave Vigo

AGENDA ITEM	CONTENT	PRESENTER
1) <b>APPROVAL OF MINUTES</b>	The minutes were approved by consensus.	, CPC Co-Chairs
2) <b>BUSINESS</b>  I. Budget Update	<p>FTES Goals and revenues based on FTES for 2010-11 and 2011-12 for residents, non-residents, apprenticeship, and Measure G were reviewed. It was noted that a workload reduction was done as a result of the State budget            Funding for California Community Colleges is developed using FTES based on an average class size of 35 students per class.            Take Away Budget Measure points made:</p> <ul style="list-style-type: none"> <li>• Measure G currently funds 593 FTES based on 35 students per class. In two years funds will be gone. We are currently in the second fiscal year of Measure G.</li> <li>• There are still too many unknowns to accurately predict our exact revenues. The state budget is not finalized and there are triggers that will determine how much money Community Colleges will receive.</li> <li>• The college will be looking at expenditures for 2012-2013 based on our expected revenue . We will use the same Shared Governance process we used in the past to develop our expenditures.</li> <li>• External grants have been a key in allowing the college to supplement the annual budget.</li> <li>• Growth in non resident students will bring additional revenue to the College because the funding is different from the state FTES.</li> </ul> <p>Other points made:</p> <ul style="list-style-type: none"> <li>✓ Based on the revenues received by the state, our student fees may increase to \$46 a unit beginning the Summer 2012 semester.</li> <li>✓ Our college has been awarded several grants through which we have been able to implement new programs with new and exciting things for students and faculty. We were recently awarded a HSI CalStep Grant (\$1.1 million for 5 years) which will involve hiring a Project Director, Assistant</li> </ul>	Vickie Nunes, College Business Officer James Keller, Interim President

	<p>Project Director, Instructional Aide II and a Retention Specialist.</p> <ul style="list-style-type: none"> <li>✓ Measure G funds will be used to: <ul style="list-style-type: none"> <li>- adjust the Manager’s position in the Learning Center and hire an Instructional Aide I &amp; II.</li> <li>- hire an Office Assistant II for the Career Center.</li> </ul> </li> <li>✓ Discussion occurred on the obligation regarding the employment of academic and classified employees based on the California Education Code.</li> </ul>	
<p>II. Propose Combined Meeting of Budget Committee &amp; College Planning Council</p>	<p>Interim President Keller would like to develop a list of demonstrated needs for our college. This would be items outside the allocation model. It was proposed that a combined meeting of the Budget Committee and College Planning Council take place so that everyone’s thoughts and opinions can be collected.</p> <p>Academic Senate President &amp; Budget Committee Co-Chair David Clay said that the Budget Committee discussed this proposal at their meeting yesterday and will be asking for Program Reviews from the IPC and SSPC which will be reviewed at their December meeting.</p> <p>The past role of the Budget Committee and CPC before the latest College Planning Structure and Framework was adopted was discussed. Interim President Keller informed those present that he was only asking for an ad hoc modification and that this does not have to be permanent.</p>	<p>James Keller, Interim President</p>
<p>III. Allocation Model</p>	<p>Reported that the District allocation model is being discussed for changes. It was initially discussed last year at the District Cabinet meetings among the College Presidents and is currently being reviewed by the District Budget and Finance Committee.</p> <p>Several meetings have also occurred within our District among the college researchers, Vice Presidents, Presidents, and others to discuss budget reductions and their effects along with strategic goals and objectives. In the meantime there are other needs outside the allocation model that include strategic planning, globalization of instruction and international programs, and accreditation.</p>	<p>James Keller, Interim President</p>
<p>IV. Educational Master Plan</p>	<p>We are in the process of rewriting our current Educational Master Plan which will end in 2012. The new EMP will be a three year plan and will give us an opportunity to get back on track with our District and sister colleges. The new EMP has been reviewed by IPC, SSPC, Classified Senate, ASCC, Divisions, and three campus forums. It is currently being reviewed by the Academic Senate. It is our hope to have the final draft completed in three to four weeks. Anyone wishing to send their comments regarding the EMP should send them to Gregory Stoup, Vice President Perkins, or Vice President Richards.</p>	<p>Gregory Stoup, Director of Planning, Research &amp; Student Success</p>
<p>V. Facilities Update</p>	<p>Interim President Keller reported that he and Vice Chancellor Jose Nunez toured the Cañada campus a few weeks ago. Bids for “The Grove” (Student Dining Area) have come in and right now we are looking at color schemes and furniture for the space. Benches have been placed in the hallway of the second floor of Building 13. Minor changes are in the process of being made to the first floor lounge area of Building 9.</p>	<p>James Keller, Interim President</p>

<b>3) DIVISION/COMMITTEE UPDATES</b>	ASCC: EMP presentation was made to ASCC at their meeting last week. Classified Senate: EMP presentation was made at their last meeting along with discussing facility issues and repairs.	Division/Committee Reps
<b>4) NEXT STEPS</b>		Rachel Corrales, CPC Co-Chairs
<b>5) MATTERS OF PUBLIC INTEREST</b>	ASCC Halloween Costume Contest on October 31 <sup>st</sup> at 12:30 p.m. in the Amphitheater. Annual Pat Hanada Halloween Party will take place on October 31 <sup>st</sup> 11:30 a.m. to 2 p.m. in Building 8 Reception area.	Rachel Corrales, CPC Co-Chairs
<b>6) ADJOURNMENT</b>	The meeting was adjourned at 3:24 p.m.	Rachel Corrales, CPC Co-Chairs