



**COLLEGE PLANNING COUNCIL MEETING MINUTES**  
**Friday, August 20, 2010**  
**1:30 to 3:30 P.M. – Building 3, Room 142**

**Members Present:** Leonor Cabrera, Roberta Chock, Rachel Corrales, Martin Partlan, Sarah Perkins, Robin Richards,

**Ex-Officio:** Thomas Mohr, President

**Members Absent:** Ari Alvarez, Darnell Spellman, Gregory Stoup,

**Guests:** Regina Blok, Eliazer Ayala-Austin, Jenny Castello, Patty Dilko, Romeo Garcia, Robert Hood, Debbie Joy, Sandra Mendez, Michelle Morton, Joan Murphy, Vickie Nunes, Byron Ramey, Joan Rosario, Rita Sabbadini, Kathy Sammut, Soraya Sohrabi, Maggie Souza, Janet Stringer, Elizabeth Terzakis, Mike Tyler, Dave Vigo, Mike Walsh, Nancy Wolford, Helia Ying

AGENDA ITEM	PRESENTER	PRESENTER
<b>1) APPROVAL OF MINUTES</b>	As there was no quorum, the minutes from May 20, 2010 will be reviewed at the next meeting.	Ari Alvarez & Leonor Cabrera, College Planning Council Co-Chairs
<b>2) BUSINESS</b>		
I. College General Fund	President Mohr reviewed the following 2010/11 budget and projected carryover for Cañada College: <u>Budget Allocation for 2010-2011</u> \$12,207,180 Position Control                      9,351,860.15 Hourly Salaries                      3,355,865.00 Discretionary Funds                      684,437.27 Transfers <u>10,306.85</u> Total Budget                      \$13,402,469.                      (13,402,469.)  Shortage                      \$ <u>(1,195,290.)</u>  <u>Projected carry forwarded from 09/10</u> Carryover balance in Fund 1                      \$828,552 Nonresident Tuition                      25,687 Facility Rental                      159,782	Thomas Mohr, President

Other Income from transcripts/surplus & other student charges 32,674  
 Total carryover from 09/10 \$1,046,695

President Mohr pointed out that the 2010-11 budget reflects a deficit of \$1,195,290. The College does have a carryover balance which is a result of budget planning throughout the year by President Mohr, Business Officer Vickie Nunes, and Terry Watson. The carryover balance however is one-time money.

Noted that:

- 1) the staffing study we conducted along with its comparison to the other two colleges told us that there are not enough full time staff to carry out the mission of the college. The College currently has 53 full-time faculty. President Mohr would like to tentatively propose that the college look into the hiring of three full-time faculty and one classified staff. The cost for these positions is included in the 2010-11 position control figure. This would have to be approved by our Chancellor and Board of Trustees.
- 2) The College is committed to its process where its best decisions are made. President Mohr reviewed our Planning Structure and the process we have and would follow for hiring recommendations.

II. Use of Measure G Funds

President Mohr noted that Measure G funds (Fund 6) are separate from Fund 1. Measure G is one-time money from the parcel tax and will generate approximately \$6 million a year for our District. The District has not informed us of our Fund 6 allocated amount. Each of the three colleges will be asked to present their plan to use Fund 6 dollars to the Board of Trustees and Chancellor. President Mohr asked Vice President Perkins to meet with the Deans and begin planning for approximately \$1.3 million.

The following is a proposal for the use of Measure G Funds presented by Vice President Perkins. Vice President Perkins noted that some of these funds have already been spent by the three colleges on the Fall 2010 semester. This was discussed and agreed on by our Chancellor.

<u>PROPOSAL for MEASURE G FUNDS</u>	<u>COST</u>
• Increase 11 sections to Fall 2010 semester	\$ 75,250
• Suggesting to increase 40 sections to Spring 2011 schedule	344,000
• Launch Cañada Accelerated College (conduct Friday evening/Saturday classes offered for 8 weeks using a hybrid format geared toward Transfer)	38,700

Dr. Sarah Perkins, Vice President of Instruction

<p>III. Strengths &amp; Weaknesses of Decision Making Process</p>	<ul style="list-style-type: none"> <li>• District Education/Faculty Coordination/Faculty Development 99,400</li> <li>• Library Hours 28,000 (open Saturday mornings – cost for Librarian and Aide)</li> <li>• Ad Junct Counseling 92,400</li> <li>• Counseling Support - Temporary Counseling Supervisory position 50,000</li> <li>• Tutor Peer Mentor Program 87,000 (Additional tutoring hours – cost for Instructional Aide)</li> <li>• Veteran Support Coordinator 86,000 Coordinator for program, LD Assessment Specialist, &amp; Psychologist)</li> <li>• 100% FAFSA initiative 86,275</li> <li>• Case Management Mentor Program Services Coordinator 37,500 (establish an early alert &amp; case management program)</li> <li>• Student/College Communication structure 60,000 ( design and needs for website - 2 part time positions)</li> <li>• Bridge Program 160,000 (2 –two week sessions of Math Jam &amp; LEAP development of writing pre-college opportunity)</li> <li>• Workforce Development Coordinator <u>85,000</u></li> </ul> <p style="text-align: right;">TOTAL \$1,329,605</p> <p>One of the questions asked was if some of the Measure G funds could be directed to our Bookstore’s Book Rental program to assist students. Vice President Perkins noted that we do not know when Measure G funds will be available to the Colleges or for how long. At the same time we need to plan and begin working through our planning process to get it vetted through the campus community.</p> <p>Agenda item will be discussed at another meeting.</p>	<p>Gregory Stoup, Director of Planning, Research, and Student Success</p>
<p><b>3) DIVISION/COM MITTEE UPDATES</b></p>	<ul style="list-style-type: none"> <li>• Humanities &amp; Social Sciences Theater Arts Department will be having their fundraiser on 10/21 in the Theater Foyer. Theater Arts production this fall is “Silvia”. Notre Dame de Namur Theater Arts Department will be using our Flex Theater for its</li> </ul>	<p>Division/Committee Reps</p>

	<p>Fall and Spring production. Redwood Symphony concerts are held in the Main Theater throughout the year and tickets are free to our staff.</p> <ul style="list-style-type: none"> <li>• Student Services – a space in the Learning Center has been designated for a Veterans Center (VRock). There will be a Veterans Welcome Back BBQ on 9/23 on campus. <ul style="list-style-type: none"> <li>- VPSS Office is looking into having a Smoking Task Force for the campus.</li> <li>- Manny Delgado has just been appointed the Financial Aid Assistant position.</li> <li>- ASCC will be have a Welcome Week next week with different activities each day. Looking into making Athletics the focus of Spirit Thursdays. ASCC is looking for student senators. Asked to encourage students to get involved in student government.</li> </ul> </li> <li>• TRiO Program is currently accepting students and has 75 openings. The TRiO grant has been renewed for five more years. Encouraged the campus community to continue their advocacy for the program.</li> <li>• EOPS has 40 students in its program with 200 students on the waiting list.</li> <li>• CalWorks is still accepting students.</li> <li>• Psychological Services – Psychological Services Counselor Gina Rhodes will be starting next week.</li> </ul>	
<p><b>4) NEXT STEPS</b></p>	<p>Add smoking update to the agenda.</p>	<p>Ari Alvarez &amp; Leonor Cabrera, College Planning Council Co-Chairs</p>
<p><b>5) MATTERS OF PUBLIC INTEREST</b></p>	<ul style="list-style-type: none"> <li>- Arts &amp; Olive Festival will be on October 3 from 10 a.m. to 5 p.m. – volunteers are needed</li> <li>- Artistry in Fashion event will be on 9/25 from 10 a.m. to 5 p.m.</li> <li>- Campus Transfer Day will be on 10/26 from 10 a.m. to 2 p.m.</li> <li>- College Night will be on 10/27 from 5:30 to 7:30 p.m.</li> </ul>	<p>Ari Alvarez &amp; Leonor Cabrera, College Planning Council Co-Chairs</p>
<p><b>6) ADJOURNMENT</b></p>	<p>The meeting was adjourned at 2:43 p.m.</p>	<p>Ari Alvarez &amp; Leonor Cabrera, College Planning Council Co-Chairs</p>