



**COLLEGE PLANNING COUNCIL MEETING AGENDA**

**Thursday, November 5, 2009**

**1:30 p.m. – Building 13, Room 117**

**Members Present:** Peter Barbatis, Leonor Cabrera, Margie Carrington, Roberta Chock, Rachel Corrales, Martin Partlan, Sarah Perkins, Akilles Speliopolous, Darnell Spellman, Shaylona Wheeler

**Members Absent:** Gregory Stoup, Thomas Mohr - President

**Guests:** Eliazar Ayala-Austin, Jenny Castello, Ruth Miller, Byron Ramey, Rita Sabbadini, Lesli Sachs, Soraya Sohrabi, Janet Stringer

<p><b>1) APPROVAL OF MINUTES</b> (Action)</p>	<p>The minutes were approved as amended.</p>	<p>Leonor Cabrera &amp; Margie Carrington, CPC Co-Chairs</p>
<p><b>2) BUSINESS</b></p> <p>I. Role &amp; Purpose of the Budget Committee (Discussion)</p> <p>II. Reduction Strategies (Informational &amp; Discussion)</p> <p>III. College Planning Council By-Laws (Action)</p> <p>IV. Building 5 Closure &amp; Swing Space (Informational)</p>	<p>Discussion occurred on what else the Budget Committee should be working on. So far the Budget Committee has begun to look at where College dollars are distributed and budget reduction with their main task in understanding all of the College funding. It was agreed that the Budget Committee should continue their focus on understanding the College Budget, keeping it open and transparent for the College community.</p> <p>The Real Estate and Adaptive P.E. programs are currently going through the Program Improvement Viability process. The two programs will be presenting their reports to the Instructional Planning Council tomorrow. The IPC will then discuss the PIV process and review work from the Deans and Instructional Office for possible reductions. The Vice President of Instruction and Deans will also meet to review the work from the Instruction Office and invite the Curriculum Committee Co-Chair, IPC Co-Chair, Academic Senate President, and AFT reps for their feedback.</p> <p>The Instructional Planning Council along with the Student Services Planning Council will make their recommendations to the College Planning Council in December. The District Office and three Colleges will present their reduction recommendation for 2010/11 to the Board of Trustees at their December meeting.</p> <p>A draft of the College Planning By-Laws based on recommendations made at the last CPC meeting was presented and reviewed. More suggested changes were proposed and will be incorporated in the document for review at the next meeting.</p> <p>Informed those present that Building 5 and 6 will be off line in early December 2009 for approximately 18 months. It was noted that the College was informed by the State a</p>	<p>Martin Partlan, Budget Committee Co-Chair</p> <p>Sarah Perkins, Vice President of Instruction</p> <p>Leonor Cabrera &amp; Margie Carrington, CPC Co-Chairs</p> <p>Peter Barbatis, Vice President of Student</p>

	<p>month ago that they would fund the renovation of Buildings 5 and 6. Offices on campus that are affected will be DSPS, Psychological Services, Health Center, Student Activities and the Student Senate office. The College needs to come up with a plan as soon as possible as to where Psychological Services, DSPS, Health Services, ASCC Office, and Student Activities office will be moved. Vice President Barbatis said that he and the Student Services Planning Council have met and discussed the temporary relocation of these offices, keeping in mind what departments and services are compatible. It has been proposed to move:</p> <ul style="list-style-type: none"> <li>• Psychological Services to Counseling Offices 112, 114, 146 on the first floor of Building 9. These offices are currently occupied by Adjunct faculty who will have to share office space during this time. It was felt that Counseling and Psychological Services are two programs that work closely together.</li> <li>• DSPS to the Copy workroom 129 on the first floor of Building 9. Space would be developed into three cubicles for meeting and testing needs. This is the workroom behind the Counseling area that is used for storage, houses staff and faculty mailboxes, and serves as a workroom for faculty and staff on the first floor of Building 9.</li> </ul> <p>The second floor of Building 9 was also being considered for DSPS but there was concern of accessibility.</p> <ul style="list-style-type: none"> <li>• Nurses Office to Building 22, Room 106, reception area, and possibly the large conference room. It was felt this space would be easy access for emergency vehicles.</li> <li>• Student Activities and ASCC offices to Building 9, Room 154 (Staff Lounge) – have access to the quad and be a presence on campus in a visible location. Room would serve as an ASCC office/game room/Student Activities space. The Staff Lounge could be partitioned off near the kitchen or moved to the workroom behind the Counseling area.</li> </ul> <p>Student Activities would also like to secure Building 9, Room 153 as an office.</p> <p>Comments during discussion included:</p> <ul style="list-style-type: none"> <li>• Health Center – Nurse Lesli Sachs stated that the Health Center and Psychological Services work closely together and therefore need to be in the same location.</li> <li>• EOPS store their supplies in the workroom behind Counseling area</li> <li>• Use Art Gallery for ASCC – noted that this is an academic space and is used by the Art Department. Also suggested to use the Art Gallery for the Health Center.</li> <li>• With the cafeteria closed, students will need an in-door space with appropriate furniture where they can eat.</li> </ul>	Services
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	<ul style="list-style-type: none"> <li>• A space for the ASCC members personal items</li> </ul> <p>The College Planning Council would like to gather as much input as it can from the campus community. At the same time, we need to let the company doing the swing space planning know our plan so that everything can be in place for the Spring Semester. It was suggested that Vice President Barbatis contact the company we are working with and get the final date for the College swing space plans. If this date is before the next CPC meeting on November 19<sup>th</sup>, the CPC will hold an emergency meeting to continue its discussion on this topic and collect more input from the campus community. CPC members are asked to share today's information with their constituency groups, gather their input, and report back to the next CPC meeting. Members agreed to meet on Monday, November 9<sup>th</sup> at 4 p.m. if necessary for an emergency meeting. Comments from the campus community should also be sent to Vice President Barbatis.</p>	
<b>3) COMMITTEE/DIVISION UPDATES</b>	<p>Basic Skills – the current plan includes that a full time Counselor be provided for the Spring 2010 semester.</p> <p>Curriculum Committee – faculty are reviewing courses for TBA applicability and if not appropriate TBA is being removed, updating paperwork on courses, also looking at courses that have not been taught in the last five year.</p> <p>SSPC discussion continues on providing services for Student Services programs.</p> <p>IPC will be meeting tomorrow.</p>	<p>Leonor Cabrera, Basic Skills Coordinator Sarah Perkins, Vice President of Instruction</p> <p>Peter Barbatis, Vice President of Student Services Sarah Perkins, Vice President of Instruction</p>
<b>4) NEXT STEPS</b>	Follow-up on Swing Space moves, By-Laws, and work on Strategic Goals.	Leonor Cabrera & Margie Carrington, CPC Co-Chairs
<b>5) MATTERS OF PUBLIC INTEREST</b>	None	Leonor Cabrera & Margie Carrington, CPC Co-Chairs
<b>6) ADJOURNMENT</b>	The meeting was adjourned at 3:26 p.m.	Leonor Cabrera & Margie Carrington, CPC Co-Chairs