



COLLEGE PLANNING COUNCIL MEETING MINUTES

Thursday, April 2, 2009

1:30 p.m. to 3:30p.m. – Building 13, Room 15

Members present: Alicia Aguirre, Margie Carrington, Roberta Chock, Sarah Harmon

Ex-Officio: Thomas Mohr, President

Members Absent: Linda Allen, Edgar Deloa, Jun Jie Huang, Martin Partlan, Darnell Spellman, Gregory Stoup

Guests: Jenny Castello, Jeanne Gross, Maggie Souza, Janet Stringer, Mike Tyler

AGENDA ITEM	CONTENT	PRESENTER
1) APPROVAL OF MINUTES – 3/19/09 (Action)	As there was no quorum the approval of the minutes was moved to the next meeting	Alicia Aguirre & Margie Carrington, College Planning Council Co-Chairs
2) BUSINESS I. Instructional Planning Council & Student Services Planning Council Status Update (Informational) II. Budget Implications & Process (Information & Discussion)	At their last meeting, the Instructional Planning Council selected five Program Reviews and discussed how they would be used for College planning. The IPC would like the College Planning Council to guide them in this way. The Academic Senate is looking at modifying the Program Review forms and process. Student Services Planning Council met last week and is formalizing their mission statement. They discussed the Flex Day activities and setting aside some other days for faculty and staff to work together. Student Services will be presenting their Program Reviews at the April 14 Curriculum Council meeting. Latest assessment from the State of California shows a \$13 billion shortfall. We are in a fiscal crisis and have been asked to reduce our budget by \$550,000. This is in addition to the \$739,000 we have already reduced from our budget. It is imperative that we look at everything in our budget to see where we can preserve General Fund dollars. Our goal is to not cut staff or programs. \$530,000 of one time College funds have been identified but the District has asked us not to use one time funds towards this reduction amount. Proposed that Administration work with the Deans	Janet Stringer, IPC Co-Chair Margie Carrington Thomas Mohr, President Vickie Nunes, College Business Officer

<p>III. Hiring Procedures (Discussion)</p> <p>IV. CPC Planning Calendar Set meeting priorities for remainder of term (Discussion & Action)</p>	<p>on the budget reductions and come back to the Budget Committee with recommendations. No decisions will be made unless they have gone through the process. Suggested that a joint meeting of the Budget Committee and College Planning Council take place on April 22 where these recommendations are presented. The campus community will be encouraged to attend.</p> <p>A draft of the “Guidelines and Criteria for Recommending Permanent New Classified Positions” was presented and reviewed . It was pointed out that this was a draft and had not yet been approved by the Classified Senate membership.</p> <p>The “Cañada College Process and Criteria for Recommending Full-Time Tenure-Track Faculty Hires to the College President” was also presented and reviewed. This document has been endorsed by the Academic Senate.</p> <p>Planning Calendar schedule for the remainder of this term, during the summer and into Fall 2009:</p> <ul style="list-style-type: none"> • April 16 Review Accreditation document showing tasks on who would be responsible Program Review – need to identify how the CPC wants to see & use this document – Janet Stringer will bring several Program Review documents for the CPC to view • May 7 & 21 Do self evaluation of CPC and evaluation of Councils • May 21 Last CPC meeting – need to review Accreditation document – should be an outline of report that will be written during the summer • 2nd week of September – review final Accreditation document report (confirm with District date that Board will be reviewing document) 	<p>Roberta Chock, Classified Senate Vice President Sarah Harmon, Academic Senate</p> <p>Alicia Aguirre & Margie Carrington, College Planning Council Co-Chairs</p>
<p>3) PLANNING & BUDGET UPDATE (Informational)</p>	<p>At yesterday’s meeting discussed budget implications. Also reviewed the Classified and Faculty hiring prioritizations presented by the Classified and Academic Senates.</p>	<p>Margie Carrington</p>

<p>4) SENATE UPDATES (Informational)</p> <p>Academic Senate ASCC Classified Senate</p>	<p>No Report No Report Working on hiring prioritization</p>	<p>Roberta Chock</p>
<p>5) DIVISION & COMMITTEE UPDATES (Informational)</p> <p>Business, Workforce, & Athletics Humanities</p> <p>Science & Technology Student Services TRiO</p> <p>Honors</p>	<p>No Report Drama Production “Every Good Boy Deserves a Favor” on 4/30. 5/1, 5/2, at 8 p.m. and 5/3 at 2 p.m. in Main Theater. Humanities and Social Sciences Award on 5/12 at 5:00 p.m. in Theater Foyer. Anthropology Dine Out on May 14th – funds raised will go toward having Jane Goodall speak at our College No Report.</p> <p>Have three students for the Digital Story which Salah Webb is helping with - should be launched in early May 25 TRiO students will be visiting San Jose State University tomorrow. SJSU TRiO Alumnae students will meet them there. 8 courses are planned for the Honors Program in Fall 2009</p>	<p>Sarah Harmon</p> <p>Jeanne Gross</p> <p>Jenny Castello</p>
<p>6) MATTERS OF PUBLIC INTEREST (Informational)</p>	<p>Faculty members Elizabeth Terzakis and Lezlee Ware have been awarded by AFT” the Best New Journalist.”</p>	<p>Jenny Castello</p>
<p>7) ADJOURNMENT</p>	<p>The meeting was adjourned at 3:30 p.m.</p>	