



**COLLEGE PLANNING BUDGET COUNCIL MEETING MINUTES**

**Wednesday, May 15, 2013**

**2:10 to 4:10 P.M. – Building 2, Room 10**

**Members Present:** Jennifer Castello, David Clay, Loretta Rascon Davis, Patty Hall, Linda Hayes, Sarah Harmon, Robert Hood, David Johnson, Ruth Miller, Rosalina Mira, Vickie Nunes, Karen Olesen, Martin Partlan, Jonna Pounds, Robin Richards, Mike Tyler, Lezlee Ware, Nancy Wolford

**Members Absent:** Doug Hirzel

**Ex-Officio:** Lawrence Buckley – President

**Guests:** Debbie Joy, Kim Lopez, Maggie Souza, Janet Stringer, Dave Vigo

**NOTED:** *Academic Senate President Doug Hirzel was unable to attend this meeting and was represented by Professor David Clay.*

AGENDA ITEM	PRESENTER	PROCESS
<b>1) APPROVAL OF MINUTES</b>	The minutes were approved as submitted.	David Clay & Jonna Pounds, CPBC Co-chairs
<b>2) BUSINESS</b>		
A. 2012-2017 Strategic Plan	A draft of the 2012-2017 Strategic Plan was reviewed by the Academic Senate at their last meeting. The document was reviewed and discussed with CPBC members. It was suggested that page 7 – “Evaluation of Progress” be more detailed and include the month and group responsible. A motion was made and seconded to accept the 2012-2017 Strategic Plan with the proposed changes. All members present agreed.	Robin Richards, Vice President Student Services & Accreditation Co-Chair
B. Student Equity Plan	The final draft of our Student Equity Plan was reviewed and discussed. Reported that we are still trying to obtain more data. Proposed that 4.1B on page 9 be changed to “Create Career Pathway Plan for Students.” A motion was made and seconded to accept the 2012-2017 Student Equity Plan with the proposed changes. All members present agreed.	David Clay & Jonna Pounds, CPBC Co-chairs
C. Participatory Governance Final Evaluation	The final campus evaluation of our Participatory Governance was reviewed. ASCC met last week and went through the same process as the campus. Their remarks included: <ul style="list-style-type: none"> <li>• minutes more detailed</li> <li>• Post minutes on ASCC website</li> <li>• orientation for incoming ASCC members</li> </ul> After the document was reviewed and discussed, a motion was made and seconded to accept. All members present agreed.	Robin Richards, Vice President Student Services & Accreditation Co-Chair
D. Accreditation Self-	Reported that a draft of the Accreditation Self Study was sent to the campus via email a week	Sarah Harmon,

Evaluation	<p>ago. Our schedule for approval of the Self Study is as follows:</p> <ul style="list-style-type: none"> <li>• <b>May 15:</b> Final Draft for PBC Approval</li> <li>• <b>June 26:</b> Board Regular Meeting: Distribute copies of the self-evaluation reports for review</li> <li>• <b>July 10:</b> Board Study Session on the self-evaluation process and the reports</li> <li>• <b>July 24:</b> Board Regular Meeting for approval of the self-evaluations</li> <li>• <b>August 10:</b> Send to the ACCJC and Team Members</li> <li>• <b>October 21-24:</b> Site Visit</li> </ul> <p>The campus will have two accreditation training workshops on July 10 and August 17. A motion was made and seconded to accept and approve the Accreditation Self Study. All members present agreed.</p>	Accreditation Editor
E. Budget Update	Reported that our allocation for the upcoming 2014 fiscal year is \$17,024,000. This is a \$800,000 increase from last year. \$667,000 is from Prop 30 funds.	Vickie Nunes, College Business Officer
F. Committee Reporting Plan	Agenda item will be moved to an upcoming meeting. Agenda item will be moved to an upcoming meeting.	Larry Buckley, College President
G. Education Master Plan Evaluation		Larry Buckley, College President
<b>3) DIVISION/ COMMITTEE UPDATES</b>	<ul style="list-style-type: none"> <li>• Business Division met last week. Thank you to Jan Roecks for her leadership. Retirees honored at their end of the year party.</li> <li>• Instructional Planning Council – met and reviewed program plans</li> <li>• Humanities Division – Sarah Harmon recognized by the Bay Honors Consortium</li> <li>• Student Services – focusing on Program Review</li> <li>• District Academic Senate – announced performance evaluation change and will be running pilot in the fall 2013 semester.</li> </ul>	Division/Committee Reps
<b>4) NEXT STEPS</b>	None	David Clay & Jonna Pounds, CPBC Co-chairs
<b>5) MATTERS OF PUBLIC INTEREST</b>	<ul style="list-style-type: none"> <li>• Thank you to Professor Nancy Wolford for all her work on the Planning &amp; Budgeting Council.</li> <li>• Campus End of the Year Party on 5/16 at 3 p.m. at Cañada Vista</li> </ul>	David Clay & Jonna Pounds, CPBC Co-chairs
<b>6) ADJOURNMENT</b>	The meeting was adjourned at 3:10 p.m.	David Clay & Jonna Pounds, CPBC Co-chairs