



College Planning Council Meeting Minutes
 Thursday, March 19, 2009
 1:30 to 3:30 p.m. – Building 13, Room 15

Members Present: Alicia Aguirre, Linda Allen, Margie Carrington, Roberta Chock, Sarah Harmon, Martin Partlan, Gregory Stoup

Ex-Officio: Thomas Mohr – President

Members Absent: Student Reps

Guests: Eliazer Ayala-Austin, Jenny Castello, Carlene Gibson, Jeanne Gross, Linda Hayes, Robert Hood, Debbie Joy, Vickie Nunes, Rita Sabbadini, Lesli Sachs, Maggie Souza, Janet Stringer, Terry Watson

AGENDA ITEM	CONTENT	PRESENTER
1) APPROVAL OF MINUTES – March 5, 2009 (Action)	The minutes were approved as submitted.	Alicia Aguirre & Margie Carrington, CPC Co-Chairs
2) BUSINESS		
I. Instructional Planning Council & Student Services Council (Informational)	The Instructional Planning Council meet tomorrow and will be discussing the bi-annual Program Review. The Student Services Planning Council met last week and brought forward their Mission Statement. They are also getting their By-Laws ready or final approval.	Janet Stringer, IPC Co-Chair
II. Accreditation (Information & Discussion)	Is working on a template for a working document that will assist us in completing our report due to Accreditation this October. This record-keeping document lists the College Strategic Goals and Strategies. It will be the responsibility of the Director of Planning, Research, and Student success to make sure that the appropriate College bodies update this document regularly with the following information: Outcomes, Completion Date, Performance Measures, ACCJC Mandate Addressed, Actions, Name of Lead Person, and Operational Support.	Gregory Stoup, Director of Planning, Research, and Student Success
III. District Strategic Plan Identification of Top Ten Priorities (Action)	Results from the campus survey done to find our Top Ten Recommendations from the District's 53 Strategic Plan recommendations were reviewed along with other suggested recommendations given by those present at the meeting. Identifying our top ten was determined largely by the degree of alignment each recommendation had with our College Strategic Goals. It was agreed to send the following Recommendations from our District's Strategic Plan as our Top Ten: <ul style="list-style-type: none"> • 1.2a – Continue examining the specific needs of the student body and 	Gregory Stoup, Director of Planning, Research, and Student Success

<p>IV. Strategic Plan Preparing for the Next Cycle (Information & Discussion)</p> <p>V. Reorganization (Action)</p>	<p>College service areas in order to develop and maintain appropriate programs and services.</p> <ul style="list-style-type: none"> • 2.2a – Identify gaps in student educational achievement. Develop holistic approaches designed to retain students, including approaches in teaching, intervention learning styles, financial aid and counseling • 2.4a – Review the current articulation agreements with 4-year institutions to identify opportunities for increasing the number of transfer students. • 3.1b – Identify emerging workforce development opportunities for each of the Colleges and respond to changing job training needs through the Colleges’ Career and Technical Education programs and services. • 3.1c – Strengthen course offerings, services and workplace opportunities that prepare students for the demands of the contemporary workforce. • 5.2a - Expand and strengthen partnerships with high schools, 4-year institutions, community agencies, and business and industry. • 5.2b develop and implement systematic processes for soliciting and evaluation the needs of community residents, current students and partners in relation to College programs and services. Communicate feedback to faculty and staff, and develop strategies for improving programs and services. • 5.1c – Provide extensive, integrated and coordinated research and planning efforts and resource allocation framework to support the improvement of teaching and learning. • 2.3b – Examine and coordinate program offerings across the District. • 4.2d – Develop staffing plans that recognize existing staffing resources in all employee categories and project future resource needs. <p>Discussion occurred on linking our Strategic Goals to the Budget and a 5-Year Plan for the College. Suggested and that the College should look at embellishing our Educational Master Plan to a 5-Year Plan. It was agreed on that the next steps for the College should be to revisit our Educational Master Plan and look into creating a 5-Year Educational Master Plan.</p> <p>President Mohr informed members that his decision on the College Reorganization includes relocating:</p> <ul style="list-style-type: none"> • EOPS to Counseling & Enrollment Services • TRiO to Humanities & Social Sciences • Upward Bound to Business, Workforce & Athletics • University Center to Vice President of Student Services 	<p>Gregory Stoup, Director of Planning, Research, and Student Success</p> <p>Thomas Mohr, President</p>
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	<ul style="list-style-type: none"> • DSPS to Vice President of Student Services • Learning Center to Vice President of Instruction • Library to Vice President of Instruction • Nursing Program to Science & Technology <p>He believes that this is more in balance and puts the College in a position to come back in another year to see how the reorganization is working. A motion was made and seconded to move forward with the College Reorganization proposed by President Mohr.</p>	
3) BUDGET COMMITTEE UPDATE	Kathy Blackwood, SMCCCD CFO, gave a presentation at yesterday's meeting on GASB 45 and District and College allocations. Discussed CurricUNET program and received a request from President Mohr to hire a short term hourly Research Analyst for now.	Martin Partlan, Budget Committee Co-Chair
4) SENATE UPDATES Academic Senate ASCC Classified Senate	<p>At their last meeting had a lengthy discussion on the Compressed Calendar. The Senate is also working on the Hiring Prioritization process.</p> <p>Aja Butler accompanied 15 students to Sacramento for the "March on March" event this past Monday.</p> <p>Working on their Hiring Prioritization document.</p>	<p>Martin Partlan</p> <p>Margie Carrington</p> <p>Roberta Chock</p>
5) DIVISION & COMMITTEE UPDATES Business, Workforce, & Athletics Humanities Science & Technology Student Services University Center	<p>ECE Department will be having their "ECE pathways to Your Future" on March 30th at 6:30 p.m. in the Main Theatre. Also noted that two ECE students have received scholarships.</p> <p>Part II For Teachers, by Teachers: Helping students in ALL classes read and write critically was held on March 16 and again on March 23rd. Cañada will be hosting the Basic Skills Regional Meeting on April 23 and 24.</p> <p>No Report</p> <p>Health Center – Lifelong Wellness Fair will be held on April 1st from 10 a.m. to 1 p.m. Students are needed to assist with checking in the vendors and serving lunch. The Scholarship Reception this year will be on May 8th at 6:00 p.m. in the Cafeteria.</p> <p>Information Sessions pertaining to the California State University East Bay Health Sciences Bachelor's Degree now offered on the Cañada College campus through</p>	<p>Linda Hayes</p> <p>Jenny Castello</p> <p>Lesli Sachs</p> <p>Margie Carrington</p> <p>Jeanne Gross</p>

<p>Safety Committee</p> <p>Diversity Committee</p>	<p>the University Center will be held on Tuesday, March 24 at 6:00 p.m. in the Cañada Library and again on Wednesday, April 15 at 6:00 p.m. in the Cañada Library</p> <p>Cañada will be having an EOC Training exercise on March 25th and Table Top exercise on March 26th.</p> <p>Students volunteers are needs to be a profile for the Digital Storytelling on the web.</p> <p>There will be a Gay Straight Alliance meeting this coming Monday.</p>	<p>Debbie Joy</p> <p>Jeanne Gross</p>
<p>6) FOLLOW-UP ITEMS/ACTIONS</p>	<p>President Mohr spoke to those in attendance on two very important matters that he would like the College Planning Council needs to be aware of and on top of:</p> <ol style="list-style-type: none"> 1) At yesterday Budget Committee meeting, SMCCCD CFO Kathy Blackwood presented the resource allocation model for the District Office, CSM, Skyline, and Cañada. If this model goes forward and applied, Cañada is looking at further reductions of \$532,000. We have already reduced our budget by \$732,000 and would be a \$1.2 million total shortfall for our College. The Budget Committee will be gearing up for the next round of reductions. 2) The Classified Senate and Academic Senate are looking at the College's hiring process. This process needs to be clear so that everyone understands. The Academic Senate will be reviewing the new proposed process for both faculty and staff at their next meeting and then to the other College bodies. 	<p>Thomas Mohr, President</p>
<p>7) ADJOURNMENT</p>	<p>The meeting was adjourned at 3:25 p.m.</p>	<p>Alicia Aguirre & Margie Carrington, CPC Co-Chairs</p>