

Assessment of Planning Outcomes (APO)

Minutes for Thursday, March 9, 2017		2:00-3:00pm	Cravens DSPS Conference Room
Members Present:	Annebelle Nery (Chair), Bert Bitanga (co-Chair), Catherine Levitt, Courtney Doussett, Kim Dozier, Lauro Jimenez, Daniel Martinez, Carlos Maldonado (alt. for Tony Clerc)		
Members not Present:	Carol Scobie		
Guest(s):			
Recorder:	Sai Vang		

AGENDA

1. Call to Order: 2:02pm			
2. Action Item(s)			
2.1 Approve February 23, 2017 Minutes			
DISCUSSION	None.		
CONCLUSION	With no changes, the minutes are approved as presented.		
FOLLOW-UP ITEMS		PERSON RESPONSIBLE	DEADLINE
None.			
2.2 Staff Prioritization Process			
DISCUSSION	<p>Lauro Jimenez motioned to approve the Staff Prioritization Process, seconded.</p> <p>Lauro Jimenez and Annebelle Nery co-chaired the Staff Prioritization Workgroup. The workgroup met twice to recommend the new process. Changes reflect feedback from the 2/23/17 APO meeting:</p> <ul style="list-style-type: none"> • “When Not To Prioritized” can be confusing and is moved to the end of the process • The Critical Hire Form is included in the process and will be in the next updated CPC Handbook <p>Management has the right to determine staffing patterns, however the classified staff union has the right to evaluate the effects of vacancies.</p> <p>APO appreciates all the work the Staff Prioritization Workgroup put towards improving the staff prioritization process and the criteria.</p>		
CONCLUSION	<p>Additional changes were provided:</p> <ul style="list-style-type: none"> • 3rd bullet point on process #8 should be #9 of the process. After the prioritization/replacement list is forwarded to the Budget Sub-Committee and CPC, the Superintendent/President makes the final decision. • Update the timeline from “May – Dec” to “May – Sept” to reflect consistency with the annual Planning and Prioritization Timeline, and additional information in the time period. <p>Motion carries, approved as amended.</p>		
FOLLOW-UP ITEMS		PERSON RESPONSIBLE	DEADLINE
Update the Staff Prioritization Process		Annebelle Nery	3/10/17
2.3 Equipment Prioritization Process			
DISCUSSION	<p>Lauro Jimenez motioned to approve the Equipment Prioritization Process, seconded.</p> <p>The process is similar to the past few years because of the time constraint. Clickers will continue to be used for equipment prioritization. High lists cannot be ordinal because</p>		

	requests cannot be compared between the different executive units. The high lists will be ranked into one list and forwarded to the President, along with the medium and low lists.		
CONCLUSION	Recommendation to CPC is to consider Recommendation #2 or #3, not both. Motion carries, approved as amended.		
FOLLOW-UP ITEMS		PERSON RESPONSIBLE	DEADLINE
Update the Equipment Prioritization Recommendation to CPC		Annebelle Nery	3/10/17
3. Information/Discussion Items			
3.1 Facilities Master Plan Evaluation			
DISCUSSION	The Facilities Advisory Committee will consider the evaluation for the next Facilities Master Plan. APO members reported on facilities projects assigned to them to complete the evaluation.		
CONCLUSION	Recommend creating advisory groups of active user groups to help build new facilities. Update information regarding the facility projects from committee members.		
FOLLOW-UP ITEMS		PERSON RESPONSIBLE	DEADLINE
Compile information provided by APO and finalize the Facilities Master Plan.		Annebelle Nery/Sai Vang	Next Meeting
3.2 CPC and Planning Survey 2014			
DISCUSSION	The question "How many functions does CPC serve?" is unclear. Other questions do not make sense.		
CONCLUSION	Daniel Martinez, Annebelle Nery and Sai Vang will meet to review the questions.		
FOLLOW-UP ITEMS		PERSON RESPONSIBLE	DEADLINE
Send updated survey questions to committee for review before sending to the college.		Daniel Martinez, Annebelle Nery and Sai Vang	ASAP
3.3 Faculty Prioritization Survey			
DISCUSSION			
CONCLUSION	Daniel Martinez, Annebelle Nery and Sai Vang will meet to review and combine questions.		
FOLLOW-UP ITEMS		PERSON RESPONSIBLE	DEADLINE
Send updated survey questions to committee for review before sending to the college.		Daniel Martinez, Annebelle Nery and Sai Vang	ASAP
4. Adjournment: 3:02pm			

NEXT MEETING: Thursday, March 9, 2017 from 2:00-3:00pm in Cravens DSPS Conference Room