

COLLEGE PLANNING COUNCIL

MINUTES

APRIL 10, 2015

10:00AM – 12:00PM

PSA ROOM 19A

ATTENDEES	<p>D. Bashore, B. Bitanga, S. Cooper, A. Davies, D. Diamond, C. Doussett, L. Emerson, C. Farmer, L. Howell, P. Hunter, J. Jaramillo, M. Jasso, E. King, A. Bynum, J. Kinnamon, L. Jimenez, M. Lisi, ASCOD Vice President P. "Tish" Lacy, C. Levitt, C. Luttrell, C. Maldonado, D. Martinez, A. Nery, R. Rawnsley, Anna Reber-Franz, K. Tabor, S. Willis, D. Wirth, ASCOD President J. Zepeda, S. Jones</p> <p>Guests: Andrew Johnson for Claudia Derum Recorder: Angela Walton Minutes Approved:</p>
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10:00 AM

Handouts that Committee Members Received:

Agenda topics

1. APPROVAL OF MINUTES OF MARCH 27, 2015

DISCUSSION	There were no corrections to the minutes.	
CONCLUSIONS	Minutes were approved.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
1. None.		

2. ASCOD REPORT

J. ZEPEDA

DISCUSSION	<p>Mr. Zepeda reported that today is last day to turn in applications for running for ASCOD office. Mr. Zepeda briefly addressed the draft realignment and how it affects students on campus.</p> <p>Mr. Zepeda discussed a recent Facebook post made by COD faculty member Geoff Hagopian. Tish Lacy, ASCOD Vice President, commented that this post written by a COD professor demonstrates the bullying of students that has been occurring since last semester and is an indicator of the current campus climate. Denise Diamond responded that there is a specific process available to address these types of issues and recommended addressing this matter through that process, stating that would be happy to engage in the process with President and students who wish to pursue this option. Mr. Zepeda reported that he is afraid that incoming students' voices will be lost, as this is not the first instance of this type of issue occurring.</p>	
CONCLUSIONS	None.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
1. None.		

3. BUDGET UPDATE

L. HOWELL

DISCUSSION	<p>Vice President Lisa Howell reported that revenues are well above the projections, and that she anticipates some cuts on Prop 98. May revise will come out after April 15 tax season.</p> <p>FTES update – VP Howell reported that they met with auditors and came up with a response to the</p>	
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	Chancellor's office FTES calculations. After working through the issue on a conference call, it was decided that a reduction of 4.5 will occur. The repayment of this matter will occur in phases by a reduction of COD's apportionment over the next four years. With regard to growth of the budget, VP Howell stated that a 6% growth target is achievable and she believes that COD will be funded this year for those growth dollars.	
CONCLUSIONS	None.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
1. None.		

4. FACILITIES ADVISORY COMMITTEE UPDATE

L. HOWELL

DISCUSSION	VP Howell reported that this new committee has met three times, and has received approval from Executive Cabinet to begin liberal arts building refurbishment. Their next meeting is May 7.	
CONCLUSIONS	None.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
1. None.		

5. BOND REFUNDING UPDATE

L. HOWELL

DISCUSSION	VP Howell reported that COD was successful in its bond refinancing, and there will be an annual savings to the community tax payers of approximately \$875,000 for the next 8 years.	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
1.	J. Kinnamon	Next CPC

6. WEST VALLEY CAMPUS UPDATE

L. HOWELL

DISCUSSION	<p>VP Howell reported that they are moving forward with the existing Palm Springs site plans, and showed site plan schematics of Phase 1 & 2. VP Howell stated that although COD was attempting to acquire land in Palm Springs, the seller has been less than cooperative. COD has been following proper protocol by hosting scoping sessions, and if necessary, hearings will be held to engage in process of taking site by imminent domain after Board approval. VP Howell reported that we are on schedule, and that the project has five or six phases that could potentially grow the site to 300,000 sq ft.</p> <p>A committee member asked if there were any provisions for library in this building. VP Howell responded that there is no component for a library yet, but they are in discussions with the city to have a shared library on that site. Time frame for the project, if land is acquired in early 2016, approximately 2 – 4 years.</p>	
CONCLUSIONS	None.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE

1. None.		
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7. FOOD SERVICE OPERATIONS UPDATE

L. HOWELL

DISCUSSION	VP Howell reported that the RFP for food service is posted on the COD website, and it is being advertised locally. There have been responses from six vendors so far. COD's own culinary services may have an opportunity to become involved in this proposal. Submissions have to be in by May 15, and the contract will be awarded at end of June. Transition will occur over the summer.	
CONCLUSIONS	None	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
1. None		

8. APO

D. MARTINEZ

DISCUSSION	Dr. Martinez reported that the committee met earlier today and discussed the assessment of committees on campus and forming a task force. They plan to host a chair retreat with subcommittee chairs in the near future. The committee is also finalizing revisions to CPC handbook, and the edits are grammatical, not procedural. They are incorporating feedback received on the handbook, and will finish this part of process by next CPC meeting.	
CONCLUSIONS	CPC Manual Updates will be completed.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
1. Complete CPC Manual updates	Dr. Daniel Martinez	5/1/15

9. DIVERSITY COUNCIL REPORT

A. NERY

DISCUSSION	Dr. Nery reported that the council has met twice, reviewed activities for year one, and are now looking at the student equity plan to see which activities will be implemented. They are also beginning to evaluate themselves and the committee's charge to determine if it is still reflective the current makeup of the college and committee. Dr. Nery provided the names of the committee members.	
CONCLUSIONS	None.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
1. None.		

10. REALIGNMENT RESEARCH METHODS

A. NERY

DISCUSSION	<p>Dr. Nery provided a detailed presentation on the research methods that were utilized during the draft realignment process and explained the differences and nuances of each method. Data for the research methods were taken from the staff survey on the campus portal as well as comments left by faculty and staff. (Video available upon request)</p> <p>Some CPC committee members expressed concern that the survey results were not appropriately represented.</p> <p>Dr. Kinnamon announced the April 14 open forum at the Cravens MPR and the Thursday open forum at the Pollock in which Dr. Nery's video presentation of the research methods may be used. Dr. Kinnamon</p>	
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	<p>stated that the hope of this proposed realignment process was to end up at a point where dialogue could be open with faculty, staff and students, and that dialogue around why are we doing this and what are we hoping to accomplish is critical to the process. Some of the goals of the realignment process were to strengthen and define the roles of department chairs and deans, and to balance loads of deans so they can more effectively work with department chairs. Cathy Levitt recommended Dr. Kinnamon sends out another email addressing the purposes of the realignment, and to possibly schedule one more forum for those who cannot make those scheduled times due to teaching classes, perhaps on Friday. Making a recording of the forums available to others may be an option. Denise Diamond and Karen Tabor asked for information on what model was used on which to base the draft realignment, where it came from, which schools are using this model, why was that model used, and how successful is this type of model. Linda Emerson thanked Dr. Nery for pulling all of her information for her presentation together.</p>
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11. MATRICULATION
COMMITTEE REPORT

A. PHILLIPS

DISCUSSION	Ms. Phillips reported that the committee met March 18, and will meet again on April 15. There is a need for a committee that writes SS/SP plan on a regular basis, and the committee would like more participation from students and the Academic Senate.	
CONCLUSIONS	None.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
1. None.		

12. TRANSFER ADVISORY
COMMITTEE REPORT

A. PHILLIPS

DISCUSSION	Ms. Phillips reported that the committee met March 25, and would like more people to become active in the committee. She stated that it is now dominated by student services and asked for instructional faculty representation. Their next meeting April 29, and Ms. Phillips briefly described the committee structure.	
CONCLUSIONS	None.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
1. None.		

13. INSTITUTIONAL
EFFECTIVENESS
PARTNERSHIP INITIATIVE
UPDATE

D. MARTINEZ

DISCUSSION	Dr. Martinez reported that the college is supposed to set a completion target by June 15, and this target has not been able to be met. Dr. Martinez stated that not meeting this target can affect SS/SP funding.	
CONCLUSIONS	Dr. Martinez will present this matter at the next CPC meeting on May 1.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
1. None.		

NEXT MEETING MAY 1, 2015, 10 AM, PSA

Adjourned at 12:09 pm.