1. The Summary Notes from September 19, 2013 were approved.

2. The workgroup on integrating planning and resource allocation recommended adding the following to the CPC charge:

   **2B. Present annually to the Budget Advisory Committee institutional priorities and a ranked list of augmentation requests developed through prioritization of Vice President-area goals and resource requests.**

The presentation would be done in a joint BAC and CPC meeting after the CPC has developed institutional priorities. It would be beneficial for BAC to hear how the institutional priorities were set and this would strengthen the feedback loop for all levels of planning. It would be the VPs' responsibility to report back to their areas and the deans’ or managers’ responsibility to report back to their departments the decision and rationale for each request. J. Downey suggested creating a visual that would show this feedback loop.

Some members stated that in the past few years, funds were limited, and certain requests, such as capital outlay, could not be moved forward. However, others expressed that there is a perception that even though there was no money, there were certain initiatives that were funded, and money was spent on projects, initiatives, etc. outside the plan.

There was a discussion about unmet needs, such as ideas/ projects/ strategies that are not being brought forward from the schools. How do these unmet needs become part of the future? If ideas are not seen as larger than the department or school level, how does it stay alive if it does not become part of the school or VP plan? L. Bynum stated that it would be possible to recommend to the president to fund innovation. M. Brock agreed that there is a need for transparency and the opportunity for people to see that their ideas are being brought forward.

CPC will recommend to the Academic Council that the CPC charge be revised to include 2B stated above.

3. The Student Success Committee supports the creation of the School Equity Task Forces but have also identified that a framework for the groups' work and training is needed for the task forces to get started. They recommended C. Woerner to be involved in this effort.

Deans need to start forming their groups this semester so that they will be ready for the spring. C. Woerner recommended that the members of the School Equity Task Forces have the following characteristics:

- are "change agents"
- open-minded and open to change
- not new at the college

D. Van Sinden suggested that a one-page description of "dispositions" or issues / questions that need to be explored (i.e., are you interested in…?) might be useful to recruit members.

C. Woerner also reported that two directors from Student Life will act as resources to all the teams. The teams would be asked to report to CPC two or three times in the spring semester.
The following are the expected outcomes for this semester:

- Teams formed
- Schedule initial training (2\textsuperscript{nd} or 3\textsuperscript{rd} week of spring semester)
- Set schedule for spring

4. The Academic Council retreat was held on October 4\textsuperscript{th}. D. Van Sinden reported that Phyllis Arias and President Oakley had planned the Academic Council retreat to begin the academic year. Jeff Wheeler and E. Bagg, co-chairs of the Accreditation Steering Committee, presented the findings from the focus groups on evaluation of governance. The findings were made available to Academic Council as well as to all the accreditation standard teams.

Using the findings, the group compiled a long list of issues and selected three to focus on. They also identified some small things that can be done to help address these issues:

- trust and respect – saying how can I help you, instead of assigning blame
- communication – using niceties in everyday interactions
- effective planning – won’t change decisions without going through the established process

These three ideas will be on every Academic Council agenda, and it could also be included as part of the CPC agendas. L. Bynum also stated that at each Academic Council meeting, they were going to check in with each other to see if there were any concerns with any of the issues identified.

5. There is a general consensus among faculty that Promise Pathways (P2) is an outlier and needs to be scaled up as well as carefully and closely tied to the Student Success Committee.

The results of the Promise Pathways End of First Year Faculty and Staff Survey are posted online at http://lbcc.edu/promisepathways/. The coordinating team has reviewed the results. Communication, or lack thereof, was one of the concerns among the respondents. Although there are regular reports to the Academic Senate, and all minutes of the P2 coordinating committee are public, there is still a lack of knowledge about P2.

There is a general consensus that there needs to be a plan for Promise Pathways. Some of the questions that were raised are:

- What is the reporting structure of P2?
- Does it fit in to the Student Success Plan, which needs to reviewed and possibly revised? If so, how should it be incorporated into the plan?

Due to the complexities of this topic, the CPC co-chairs recommended that the next CPC meeting (Nov. 21) be devoted to Promise Pathways, and members agreed.

6. At the October 22\textsuperscript{nd} meeting, the Board of Trustees will vote on the proposal to offer fee-based winter intersession classes. This state initiative involves six colleges, including LBCC. The initiative expires in 2018.

The winter intersession will run from Jan. 6 to Feb. 8 and will overlap one week into the spring semester. If the Board approves both regular credit classes (apportionment classes) and fee-based classes, they will be offered during the winter intersession.

There will be discounted fees for BOG waiver recipients. Scholarship is also available for the fee based classes. The fee is calculated based upon the non-resident rate and 1/3 of the revenue must be set aside for the benefit of BOG waiver students. There will also be priority registration with first priority being CA residents who are current community college students and second priority is for CA residents. It is anticipated that there will be five fee based classes this intersession.