1. Co-Chairs’ Report

D. Berz & S. Sexton introduced Dr. Eva Bagg, Associate Dean of Institutional Effectiveness. As the planning officer, she will be part of the CPC Steering Committee.

Summary Notes from 11/15 meeting were approved with one correction.

2. Student Success Plan from College Readiness Task Force

The Student Success Plan was presented by Bobbi Villalobos, co-chair of the College Readiness Task Force. After a lengthy discussion, the plan was accepted in principal, with the following revisions:

- change Student Success Advisory Committee to Student Success Committee
- change reporting structure of Student Success Committee to CPC (previously reporting to Executive Vice President, Academic Affairs and the Vice President, and Student Services)
- Add statement re SLOs under “Effectiveness Measure” for each strategy: Assessment of this strategy will address student learning outcomes as one of the measurements of effectiveness and success.

B. Villalobos will update the plan with changes before it is presented to the Board of Trustees. When plan is presented to BOT, D. Berz & S. Sexton will inform them that the CPC has accepted it, but Academic Senate has not yet officially signed off on it.

An agreement was made that all decisions regarding instruction in any given area would be determined and overseen by the instructional faculty of that area. This includes the teaching of reading, writing and math in the multidisciplinary center.

2. Report from the Program Plan and Review Task Force and discussion

John Fylpaa gave an update on the work of the Program Plan and Review Task Force. They just had their first meeting and reviewed their charge. They are looking at how this process links to other college process and also exploring other models. The Task Force would like to ask CPC to broaden the membership and include representatives from Administrative Services (incl. Fiscal and Facilities), Human Resources and CCA. D. Berz stated that the intent was to keep the task force small, but anyone outside the committee could be called in as a resource. J. Fylpaa and D. Morse (other co-chair of Task Force) both asked their request be taken into consideration. The CPC Steering Committee will discuss the issue.

3. Status Report on Technology Plan and Discussion

Mario Valente gave an update on the Technology Plan. Members of the Task Force were also in attendance. Although the first phase of the replacement cycle is already being implemented, the Technology Plan continues to be in development.
4. Staff Development Plan – Presentation and discussion
Irma Ramos gave a presentation on the Professional Development Program. The PDP is coordinated through the Human Resources office and the Faculty Professional Development office. A new Staff Development Coordinator, Monica LaBenda, was recently hired.

5. Approval of Facility Advisory Committee Charge
J. Tomson requested, and the committee agreed, that the following changes be made to the charge:

- Review, *evaluate and make recommendations on* the progress of the bond issue, planning, and implementation, and maintenance, renovation and repairs
- Review, *evaluate and make recommendations on* the college construction plans as those plans impact the college community.
- Review, *evaluate and make recommendations on* the college facilities plans as those plans are submitted to state agencies.

There was a discussion about limiting the members’ terms. Term limits provide for wider participation, but A. Costa thought that it might be in violation of the union contract.

V. Riojas asked that a CHI rep be added to the committee. R. DelGaudio stated that this may be a scope matter.

The CPC Steering Committee will discuss both issues at their next meeting.

5. Other
S. Sexton, D. Berz and the committee congratulated L. Umbdenstock on her retirement.