Present: Don Berz, Kevin Ryan, Eva Bagg, Phyllis Arias, Hurtie Chukwudire, Ann-Marie Gabel, Shauna Hagemann, Peter Knapp, Don Low, David Morse, Maria Narvaez, John Downey, Lynn Misajon, Bobbi Villalobos, Lynn Shaw, Janice Tomson, Joan Zuckerman

Absent/Excused: Elizabeth Arreaga, Rose DelGaudio, Byron Breland, Cathy Crane, Dewayne Sheaffer, Lou Anne Bynum

Guest: Joanne Tyler; Lee Douglas

1. Co-chairs’ Report
- The college is beginning to plan now for Summer 2011 and the final decision will be made by December 2010.
- If the 16-wk calendar is approved, the Chancellor’s Office needs 1 yr lead time
- Study Abroad has been temporarily suspended for this summer and next summer. It has not been cancelled, and the plan is to expand it because it is a viable program.
- The CPC Steering Committee presented the Institutional Goals to the Superintendent-President. Overall, he liked them but provided some good feedback. The CPC Steering Committee will share his comments at the next CPC meeting.

2. Status Updates:
- Facilities Advisory Committee (FAC)
  A. Gabel reviewed the Project Prioritization List with the committee. She noted that projects that are currently underway will be funded upon a Bond Anticipation Note. Other projects are dependent upon a statewide bond election in November. If the bond does not pass in November, then it will not be back on the ballot until 2012 and the college will have to decide on what to do to about the projects.

  There was a question re the trailers. Why do they get torn down only to put up new ones again? A. Gabel responded that it is usually based on the plans approved by the DSA (i.e., they must be taken down upon completion of the project) or in the case of the V trailers, it was a fire issue (there needed to be a certain distance between the trailer and the T-building for fire truck access).

  The Los Coyotes property currently nets the District $500,000 in revenue. The college is holding the property until the market has improved. A. Gabel pointed out that any proceeds from that sale would have to be used for capital facilities; the funds cannot be re-appropriated for salaries, etc.

  While the timing for the new parking structure may not be ideal, since it is starting 2 weeks before finals, the District was under contract with the contractor to immediately start construction upon DSA approval. The DSA approval was delayed from February and the District just received sign-off on April 28. The construction must get started ASAP in order to avoid legal ramifications, including paying hefty penalties to the contractor for each day it is delayed.
- Student Success Committee

S. Hagemann and B. Villalobos gave an update on the Student Success Initiative. Currently, there are 31 courses with required Supplemental Learning Assistance (SLAs) in Spring 2009 and 8 more courses added for Fall 2009. Preliminary results (through Fall 2009) indicate that courses with SLAs have higher retention and success rates than courses that do not have SLAs.

This information is being shared with Department Heads, but it was suggested that they also share it directly with department faculty. There was also a question re engaging faculty online. B. Villalobos responded that there are some SLA activities being developed using CCConfer and invited CPC members to visit any of the Success Centers to

- Staff Equity Committee

Lee Douglas presented on behalf of the Staff Equity Committee. They reviewed the Staff Equity Plan to determine major tasks for the year. They are moving forward with the pilot faculty internship program beginning in Fall 2010. Since this has previously been vetted at CPC, Academic Senate, and the Executive Committee, Human Resources will assume the operational responsibility of this program. L. Shaw suggested that the Faculty Professional Development Office work closely with the Staff Equity Committee and Human Resources on this program. Also, the committee, in cooperation with DSPS, conducted a very successful disability awareness day.

D. Berz requested that future status reports from committees or task forces include the membership of the group.

D. Morse suggested that Academic Council might want to revisit the CPC charge in terms of what to do with recommendations that have been accepted.

2. Report from A. Gabel and E. Bagg re Target, Credit, Non-credit

In early January, during Winter break, A. Gabel was notified that the District had to make a $3.4 million reduction to its FTES 09-10 base within 5 days (targets are established using the base from the previous year). D. Berz, A. Gabel and E. Bagg explored different FTES scenarios and combinations of cuts to determine their impact on the college and decide which one was the best fiscal decision (the District gets reimbursed $4,500+ for credit and $3,200 for enhanced non-credit and $2,700 for non-credit). A major consideration was that the college was already at or above its non-credit cap but not its credit cap.

The final decision is as follows:

<table>
<thead>
<tr>
<th></th>
<th>Credit</th>
<th>Noncredit</th>
<th>Noncredit Enhanced</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Base from 08-09</td>
<td>20,295.40</td>
<td>620.83</td>
<td>583.40</td>
<td>21,499.63</td>
</tr>
<tr>
<td>Reduction to Base FTES for 09-10</td>
<td>218.51</td>
<td>440.66</td>
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<td>180.17</td>
<td>200.01</td>
<td>20,457.07</td>
</tr>
</tbody>
</table>

Members of the Academic Senate stated that they are available anytime for input on important college-wide decisions.
3. Evaluation of 05-10 EMP

K. Ryan and E. Bagg are working on the evaluation of progress towards the goals of the 05-10 Educational Master Plan. E. Bagg has been updating the original matrix that was previously sent out to the CPC. She added a summary section for each goal and distributed an example for the Learning goal. The document will be emailed to CPC members before the next meeting.

A member asked if this was going to be emailed college-wide to solicit feedback, but it has already been sent to CPC for the members to get feedback from their groups and there was very little response. It is unlikely that more people would respond college-wide. It was suggested to add EMP goals to the accomplishments listed in program review. Also, evaluation component for the new EMP should be built-in, maybe done annually and more broad-based.

5. Draft Survey of Planning/Program Review Process

D. Morse, E. Bagg and M. Narvaez have taken the feedback given at the last meeting and are consolidating the survey. It will be more focused on the program review process in order to get input for any revisions for the next cycle. The survey will be sent to CPC members before the next meeting.

6. Other

K. Ryan will notify Amit Schitai regarding Academic Senate appointees to the Distance Learning Plan Oversight Task Force.