Attendees: Gaither Loewenstein, April Juarez, Eva Bagg, Lou Anne Bynum, Ann-Marie Gabel, Greg Peterson, Byron Breland, Dana Van Sinden, Matthew Lawrence, Pamela Knights, Rodney Rodriguez, Charlotte Joseph, Christiane Woerner, Lark Zunich, Connie Sears, Jose Ramon Nunez, Thomas Hamilton, Lynn Shaw

Excused: Rose DelGaudio, Janice Tomson, Jorge Ochoa, Joan Zuckerman, Karen Roberts

Guest: Donna Rafanello, Sheneui Weber

1. The Summary Notes from March 19, 2013 were approved with changes.

2. E. Bagg introduced Donna Rafanello as her co-chair of accreditation team Standard 1 – Institutional Mission and Effectiveness. They are looking at effectiveness in terms of our progress towards the measurable objectives of the Educational Master Plan goals.

3. The committee discussed integration of planning and resource allocation. Since CPC and BAC are separate committees, how can planning and budgeting be better integrated? There are aspects of the process that are working well, such as schools prioritizing departmental resource requests and school and department plans being used in the grants and hiring priorities processes and to fund instructional equipment. At the institutional level, the linkage does not seem to be as clear. A. Gabel explained that the BAC uses the institutional priorities from CPC in developing the budget assumptions. Since we have a roll-over budget, perhaps this integration is not as clear as it would be if we had a zero-based budget. However, any budget augmentations are supposed to be based on the department plans. Although the process is getting better, it is clear that it needs to be improved. There was a suggestion to look at some other college models. G. Loewenstein suggested that perhaps BAC should forward the budget to CPC for approval and then CPC will forward it to the Superintendent-President. Additionally, the college needs to take a closer look at the roll-over budget and determine if the money is being spent where it should be.

Another issue is that there are areas that do not create a plan, such as Faculty Professional Development and SLO Committee, and therefore, do not have a mechanism that allows them to grow. Their requests should be given to the VP of the area. This led to the question of Faculty Professional Development. C. Woerner asked if the goals of FPD should go to the VP of Human Resources or VP of Academic Affairs, since it crosses both areas. M. Lawrence requested that CPC include this issue about FPD on the next agenda.

4. Progress on Educational Master Plan goals

There are still some goals, measurable objectives and strategies that do not have any updates, so the committee reviewed each one to identify specific individuals or groups who would be responsible for the updates. Also, it was noted that the Measurable Objective 1 (Human Resources – “Faculty and staff who participate in professional development report learning, developing or implementing effective methodologies that support student learning and achievement.”) of the Resources goal needs additional information about professional development. M. Narvaez will send out the template again to request for updates.

There was a discussion about how to address equity issues. In particular, the strategy identified for Measurable Objective 2.2 of the Equity goal states to “Identify gaps in student performance in achieving transfer-directed, transfer-prepared and transfer outcomes; form teams to develop strategies
In accordance with this strategy, it was decided that school-based equity teams should be formed to address these issues. The teams would report to the CPC. The membership would follow the model of the Inter-Level Groups, with the addition of the counselor who is assigned to that school. In addition, perhaps a prompt could be added to the department planning template so that departments had to report what they have done to address any equity gaps.

5. The progress on the 2012-13 Institutional Priority is not yet complete. G. Peterson stated that he will provide the update for the strategy "Improve student readiness for success in college and provide a foundation for career and workforce skills." It was noted that the strategy to "support professional development in alignment with institutional priorities," needs additional information.

6. The written updates from the following Committees and Task Forces were distributed to the CPC prior to the meeting:
   - Budget Advisory Committee
   - Facilities Advisory Committee
   - Distance Learning Oversight Task Force
   - Technology Plan Task Force

Updates from the Student Success & Staff Equity committees will be requested for the May meeting.

A. Gabel noted that starting this summer, the central quad area of LAC will be under construction to comply with storm water retention regulations to provide 90’ x 90’ x 16’ to hold 365,000 gallons for a 50 year storm. Most digging and drilling will be done in the first phase which is supposed to be completed this summer. Deans have been asked not to hold classes in the M building.

Regarding Distance Learning, it was noted that e-zone will continue to be supported for existing classes, but there will not be support to develop new classes using e-zone. New online classes will be delivered using Moodle. The Chancellor’s Office is working on developing a statewide online platform for all community colleges to use.

7. The Enrollment Management Oversight Committee needs a faculty co-chair. Leslie Minor, Associate Dean of Academic Affairs, will be the administrative co-chair. The Associate Dean of Institutional Effectiveness no longer has to serve on this committee. A student representative will be added to the membership. Changes in membership have to be approved by the Academic Council.

Next CPC meeting:
   - Tuesday, May 21, 2:30 to 4:30, T-1046