1. The Summary Notes from April 16, 2013 were approved.

2. The committee discussed how to better integrate planning and resource allocation. There were two recommendations given:
   a. CPC will take formal action with the budget by having BAC forward Budget Assumptions to CPC as an action item prior to submitting them to the Superintendent-President. This will give CPC an opportunity to review and approve or recommend the Budget Assumptions.
   b. Create a task force to study and recommend strategies to better align planning and resource allocation. The college has made some changes to resource allocation process but it needs to be strengthened.

   If CPC agrees to do option "a" above, then Academic Council would need to modify the charge of BAC and CPC. If CPC agrees to do option "b" above, it could create the task force in the fall.

   It was decided that both options should be done. A recommendation will be sent to the Academic Council to modify the CPC and BAC charges. CPC will also create a task force in the fall to study this issue.

3. The progress on Educational Master Plan goals and strategies is almost complete. Updates from the Curriculum Committee are still forthcoming. C. Joseph will send them ASAP. There were a few minor edits. L. Bynum and C. Woerner will provide additional information for their respective areas.

   G. Loewenstein suggested that the final report be forwarded to the Superintendent-President to show that the college has made significant progress on the Educational Master Plan goals. The Superintendent-President may decide to share it with the Board of Trustees. The CPC agreed to send the final report to the Superintendent-President.

4. The progress on the 2012-13 Institutional Priority will also be forwarded to the Superintendent-President. L. Bynum will send additional updates regarding grant funding.

   The CPC discussed the on-going problem with communication. This continues to be an issue that needs to be addressed. Although we have structures in place, information is not being disseminated. For example, each committee, group, task force, etc. has representatives, but do the representatives bring that information to their constituents? Suggestions to address this problem are:
   - revise the charge of each committee, group, task force, etc. to include how information should be disseminated
- have a constituent group report form; at each meeting, each rep is required to report who they shared information with, the manner the information was shared, and any suggestions or feedback from the constituents.

Another issue is that the same people seem to serve on every committee. There needs to be a broader range of people involved. There also needs to be a better way to track if people are fulfilling their college service hours. There are some faculty who have not served on any committee or group for a while. There was a suggestion a while back for the District to track service hours, but the District did not want to do so. It is part of the self-evaluation to document service hours.

5. The following committees provided updates:

   a. Student Success Committee –
      
      The Student Success Committee had provided a written update which was sent to the CPC prior to the meeting. Updates included breaking down the SLA report by department; reviewing Fall 2012 student achievement data on Promise Pathways students; discussing RP Group report on student success; focusing on Goal 3 of the Student Success Plan regarding increasing equity of outcomes; and reviewing the Student Success Plan in light of the Student Success Act.

      CPC members discussed how to make people excited about being on the Student Success Committee. Suggestions included changing the name of the committee and reviewing its charge. There was also a question of whether Promise Pathways should report directly to the CPC instead of the Student Success Committee.

   b. Staff Equity –

      There was no written report from the Staff Equity Committee, and there were no co-chairs present at the meeting. CPC members who were also part of the Staff Equity Group provided some information. The Staff Equity Committee worked with Faculty Professional Development to develop a Staff Equity Plan. The Faculty Mentoring Program is still continuing. Faculty and candidates have been selected, and the program will begin again in Spring 2014.

6. As per the discussion at the April 16th CPC meeting, a draft charge and membership of the School Equity Teams were reviewed. The charge was derived from some of the strategies in the Educational Master Plan that are oriented to closing achievement gaps. E. Bagg suggested that the College find a way to include this work as part of the department planning process. M. Lawrence suggested that a kick-off meeting with all the people who will be involved in these teams be held in the Fall. The charge and membership were approved by CPC.

7. The CPC continued its discussion about faculty professional development. C. Woerner stated that a streamlined Faculty Professional Development Plan is needed, as well as adequate resources to support this effort. Professional development as related to collegewide initiatives needs involve the whole college but at the same time maintain the ability to meet faculty development needs. The statewide student success initiative recommends collegewide professional development, but that should not preclude faculty receiving professional development in their own field. This topic will continue to be discussed at future CPC meetings.

8. The CPC members expressed their gratitude towards A. Juarez and G. Loewenste in for leading CPC this past year and for their service and contribution to LBCC.