Present: Marilyn Brock, Dana VanSinden, Eva Bagg, Rose DelGaudio, Ann-Marie Gabel, Greg Peterson, John Downey, Shauna Hagemann, Lorraine Blouin, Carlos Ramos, Jorge Ochoa, Kenna Hillman, Christian Woerner, José Ramón Nuñez, Karen Kane, Lark Zunich, Maria Narvaez

Absent: Meena Singhal, Charlotte Joseph, Connie Sears, Thomas Hamilton, Lynn Shaw, Karen Roberts

1. Welcome and Introductions – The co-chairs welcomed the committee members. Each member introduced him/herself.

2. Approval of Summary Notes – The Summary Notes from May 21, 2013 were approved with a minor correction.

3. A. Gabel presented a condensed version of the 2013-14 budget presentation she had given to the Board of Trustees. Institutional priorities have been integrated into the budget.

4. The members discussed the charge of the School Equity Teams. Some of the issues raised were:
   - Is there an end point to these teams?
   - If these teams are only short-term, what about the on-going issues?
   - How does this fit into student success and the planning structure?
   - Does this only focus on transfer?

   C. Woerner pointed out that previously, we had done some with USC about equity. The results were presented, but there was no action taken. In addition, the vehicle from the previous planning structure that promoted this conversation was not carried forward when the planning structure was revised. The Student Success Committee has discussed the School Equity Teams. The SSC is supportive of the School Equity Teams and open to helping out.

   Members suggested that the charge be modified for clarity. L. Zunich and C. Woerner volunteered to work during the meeting to incorporate the suggested changes. They returned towards the end of the meeting to present the revised charge, which the members accepted.

5. Integration of planning and resource allocation – recommendation from May 21st meeting

   Although the college has improved its processes to integrate planning and resource allocation, it is clear that this is an area that needs to be strengthened. The recommendation from the May 21st meeting to ask BAC to submit its Budget Assumptions to the CPC prior to submitting it to the Superintendent-President adds an additional step which may not address the core of the issue. Budget assumptions are very general while the issue seems to be more about communicating how specific budget decisions are made. A. Gabel, J. Downey, K. Kane, C. Woerner and E. Bagg volunteered to study this issue further and review the CPC and BAC charges as well. The workgroup will report back to the CPC in October.

6. Department Planning Calendar

   The department planning calendar was distributed. The key dates are:
   - Oct. 21st – final plans for instructional areas are due
   - Nov. 25th – school plans and final plans for student services and administrative areas due
   - Feb. 10th – VP plans are due to CPC
In order to meet our timeline this year, the deans have been encouraged to start scheduling the meetings with their school planning groups so that they can begin work as soon as the final plans have been submitted.

7. The Academic Senate Executive Committee and Vice President partners for VP-Level planning groups are as follows:
   - R. DelGaudio and K. Hillman
   - L. Bynum and D. Morse
   - G. Peterson and S. Hagemann
   - A. Gabel and J. Downey
   - M. Brock and D. VanSinden
   - M. Singhal and J. Ochoa

8. Promise Pathways Planning will be agendized for a later meeting.
9. The CPC meeting on Dec. 12th is during finals week, so it may be changed to Dec. 5th if needed.