College Planning Council Meeting Minutes

January 25, 2012

3:00 – 4:30 p.m.

MCW-312

1. Call to Order

The meeting was called to order at 3:07 pm

Attendees:

Annala, Lori – Classified

Bransky, David – Asst. Dean/Student Services

Callahan, Michael – Institutional Research

Calote, Robin - President

Carrasco-Nungaray, Marian - Counseling

Chavez, Daniel – ASVC

Cogert, Barbara – Classified Senate

Cowen, Will – Athletics

Garcia, Jenna – English

Gardner, Ty – Biology

Gorback, Karen – Asst. Dean/CTE and Community Education

Haines, Robbie – Academic Senate Secretary

Hajas, Sandy – Supervisor/Learning Resource Center

Harrison, Karen – ESL

Harrison, Tim – Dean/Communication, Kinesiology, Athletics, and Off-Site Programs

Huddleston, Gwen – Dean/Distance Education, Professional Development, Social Sciences,

 and Humanities

Hull, Becky – Past Academic Senate President

Jameson-Meledy, Kathryn, Grant Developer/Writer

Keebler, Dave – V.P./Business Services

Kumpf, Dan - Mathematics

Lara-Cruz, Christopher – ASVC

Lange, Kari – Academic Senate Vice-President

Lugo, Victoria – Dean/Student Services

Melton, Sandy – Nursing

Moskowitz, Bob – Art

Nielsen, Peder – Classified Senate President

Pauley, Mark – Academic Senate Treasurer

Sanchez, Ramiro – EVP/Student Learning

Scott, Kathy – Co-chair

Sezzi, Peter – Co-chair

Tovar, Antonio - ASVC

II. Public Comments

 There were no public comments.

III. Announcements/Information Items

* Meeting schedule for semester

The committee was asked if they agree that the committee only needs to meet once a month. It was agreed upon by all present. The committee will meet on the 4th Wednesday of each month from 3:00 – 4:30 pm in MCW-312. K. Scott passed out the list of dates and topics to be discussed on those dates.

* Accreditation Update

Calote said the commission met last week, but we still have not heard anything. She said not to be surprised if we are still on warning. Robin saw the report and while WASC was pleased with the progress made, the report was not overly generous. Realistically, we might expect another visit next fall. K. Scott said WASC will be asking for a report from every college on where they stand on SLOs by the end of next year.

* Pertinent committee reports
	+ BRC – budget, allocation model, reserves -

Keebler handed out the District Budget Reduction Models and went over the handout. He said the governor’s budget came in, and there is some disagreement about how it will work out.

The first part of the spreadsheet was the best case projection. Regarding the conservative projection, Keebler said it’s not a guarantee that the tax initiative will pass. We need to be prepared in case it doesn’t.

Keebler discussed the District reserves. He said they come from year-end dollars, from growth, and also from when we have restoration. For the last two years there has been no revenue going into the reserves. We must hold 5% of our budget in reserves, state required. We are expecting an additional hit to the reserves. The enrollment fee is less than what was projected. Our portion of this is $ 2.3 million. This is the pressure the board is feeling.

Kumpf asked if it is true that the reserves do not include the unfunded liability and was told that it is true. Kumpf asked if we are we still funding that every year and Keebler, said we are; it’s in the budget as a cost to payroll.

 Carrasco-Nungaray asked how, as a campus, are we going to prepare for changes in Financial Aid, the increase in enrollment fees, and high school registration.

Sanchez said that that student fees are set at the state level which is outside the Executive Team’s sphere. Financial Aid is federal which is also outside the Executive Team’s sphere. The best we can do is market to prospective students and let them know what they need to do.

Hull stated that every time our fees go up, we lose enrollment. Sanchez stated while we may lose student enrollment, students are paying more per unit, so it evens out.

Nielsen mentioned that the out-of-state tuition fee went up to $250/unit.

Keebler handed out the FY 12 Adoption Budget Allocation. He said, if there’s a positive spin, we have to cut unfunded FTES.

* + Senate – definition of student success

Sezzi passed out a handout; information only.

* + SLO Committee – institutional SLOs software

K. Scott shared that the SLO Committee has been working on a new set of Instructional SLOs. We will have to start assessing those SLOs. They will be presented to the Senate.

K. Scott said the committee is looking into a software program for the Program Review effort, so that we have an easier time tracking and managing both SLOs and program review.

K. Scott said regarding the SLOs themselves, in terms of quantity, we are down from the previous semester. We are working on the quality; it needs to go up for it to be at a proficiency level.

IV. Action Items

1. Approval of Minutes: December 7, 2011 – Revision to the minutes. Karen Harrison and Chris Lara-Cruz were not listed as attendees; correction to include Harrison and Lara-Cruz in minutes was noted. Change Becky Hull’s title to Past Academic Senate President (not Counseling); correction to change Hull’s title in minutes was noted. Cowen motioned to approve the minutes with corrections noted, Harrison seconded, minutes were approved by the committee with 1 abstention.

V. Discussion Items

* Topics for this semester’s meetings – they were included on the handout K. Scott passed out earlier.
* Core indicators of Effectiveness/ “Framework for Student Success

When the WASC team was here they specifically asked, “How do you know if you are effective?” We are supposed to have key indicators of success. K. Scott said that developing these metrics should be a task of this group She handed out samples of core indicators. She asked the committee to take the samples back to their areas and come back to the committee with feedback.

VI. Other

* One piece of data K. Scott said she would get back to the committee on was the student success by course data. She will send it out to the committee. The new grant will address core courses in which students struggle. Carrasco-Nungaray and Hull volunteered to help identify these courses.
* In further discussing a possible new Title V grant for Institutional Effectiveness, K. Scott said that the application will be submitted this semester. It goes through a review process. We will know by the end of September if we received it, and if we do, it will start October 1. Carrasco-Nungaray asked if transfer assistance could be included.

* Hull said a memo went out about registration dates for Summer and Fall. Sanchez said we are going back to two separate registration periods for Summer and Fall. He said the two schedules will probably not be released at the same time.
* K. Scott passed out the Los Angeles Community College District – Framework for Student Success handout– and asked people to take the handout and read it before the next meeting in relation to the core indicators of effectiveness.

VII. Adjournment

 The meeting was adjourned at 4:26 pm.

 The next meeting will be February 22, 2012 from 3:00 – 4:30 pm in MCW-312