



**CPC Meeting  
February 23, 2017  
2:30 – 4:30 PM  
T-1046  
Summary Notes**

*Present: Ann-Marie Gabel, Karen Kane, Eva Bagg, Lou Anne Bynum, Elizabeth Miller, Greg Peterson, John Downey, Kenna Hillman, Christina Moorhead, Shauna Hagemann, Jeri Florence, Dina Humble, Wayne Bergman, Otto Figueroa, Thomas Hamilton, Corinne Magdaleno, Colin Williams, Suzanne Engelhardt, Jennifer Holmgren*

*Absent: Terri Long, Rose DelGaudio, Jorge Ochoa, Cheyenne Phoenix, Suzanna Scholz, Mike Biggs, John Pope*

*Guests: Amber Hroch, Lauren Sosenko, Anne Engel, Jimmie Flowers, CC Sadler, Hussam Kashou, Tim Wootton, Medhanie Ephrem*

1. Introductions

- K. Kane introduced E. Miller as the Interim Vice President of Administrative Services and welcomed her to the College and the College Planning Committee.

2. The summary notes from December 1<sup>st</sup> were approved as written.

3. Canvas Update

- H. Kashou gave an update on the spring 2017 Canvas pilot and the timeline for migration to Canvas. He noted that during the 2017-18 academic year instructors will be expected to start transitioning their courses to Canvas. Canvas will be the official learning management system for the College by the 2018-19 academic year.

4. Facilities Master Plan Update

- T. Wootton and M. Ephrem gave a construction update to the Committee. The presentation included scheduled maintenance projects, district-wide energy projects, campus improvement projects, current and upcoming construction projects, and current and upcoming design projects. T. Wootton also noted that a project was recently approved to add better signage to all buildings at both campuses. This project arose from an emergency responder assessment of the campuses.

5. Grant Proposals and Project Proposals

- California College Promise Innovation Grant Program: A. Gabel noted that the College decided to apply for this grant in January and the application was due February 3<sup>rd</sup>. She thanked G. Peterson, K. Kane, and E. Bagg for writing the proposal. The College received an intent to award for \$750,000 to further the College's promise program. A portion of these funds will be used to hire a director to oversee Promise Pathways and to provide reassigned time for a faculty member to coordinate the student success teams.
- Award for Innovation in Higher Education (consortium of California Community Colleges): A. Gabel noted that this is an opportunity to receive funding that is similar to the 2015 Award for Innovation, but this award will go to a consortium of community colleges. She noted that Mt. Sac had contacted Long Beach City College to see if the College would be interested in joining a consortium. The College participated in some informational meetings in January and decided to submit an application. The consortium consists of LBCC, Mt. Sac, Mira Costa, Irvine Valley College, Bakersfield College, American River College and Sierra College. If the consortium receives funding, the funding will go toward moving forward the innovations identified at each college in the consortium. Our responsibility revolves around furthering our Promise Pathways initiative. The funding will also be used to create guides that colleges across the state can utilize if they are interested in implementing the innovations. If the College receives an intent to award, the College will be sharing the 2.5 million dollars award with the other colleges. Notifications for award will come out in mid-March, early April.

- Award for Innovation in Higher Education: This award would come from the same source of money as the consortium award, however this would be awarded solely to Long Beach City College and not shared by the consortium. If the College receives this award, the College plans to utilize the funds to create electronic roadmaps from LBUSD, through LBCC, and through CSULB, as well as to create a website where students can view which courses they would need to take to achieve their career goals. The College will be notified of whether or not they receive an intent to award in mid-March or early April.
  - Award for Innovation in Higher Education (received in 2015): The College received 5 million dollars for this award, which the College shares with LB Unified and CSULB. The funds are being utilized to create roadmaps and guided pathways for eight disciplines. In support of this project, the College has given a faculty member, Kim Anderson, release time to work as the Guided Pathways Coordinator to expand this effort to other disciplines outside of the original eight that were selected. The Guided Pathways Coordinator will be working with the departments to create roadmaps.
  - CA Guided Pathways Project Update: A. Gabel noted that this project is an initiative mirroring that of the American Association of Community Colleges. The application for this project is due on February 28<sup>th</sup> and if the College is selected a group of coaches will assist the College in the process of creating guided pathways. The College would also have the opportunity to collaborate with 14 to 19 other community colleges that would be participating in the project.
    - i. G. Peterson noted that the final step to completing the application is condensing the survey responses collected from the Extended Strategic Oversight Taskforce to reflect one institutional survey response to each item in the application. The Committee members agreed that for the responses on the application the most common response would be selected for each item from the survey. If an item's responses were tied, the Committee agreed to select the higher response option if there are no responses below the tie and to select the lower response option if there are responses below the tie.
    - ii. G. Peterson thanked the College Planning Committee workgroup for assisting in the writing of sections two and four of the application.
6. 2016 Scorecard Presentation
- L. Sosenko presented the 2016 Student Success Scorecard to the Committee. She explained the scorecard cohorts and their related outcomes. She noted that if any Committee members had questions about the Scorecard that they could contact her directly.
7. Institution Set Standards for Accrediting Commission for Community and Junior Colleges (ACCJC) Annual Report Metrics
- E. Bagg explained the history of institution set standards. She noted that the purpose of institution set standards is to establish metrics and compare the College's performance to those metrics to ground our continuous improvement plans in evidence. For the ACCJC annual report the College must create institution set standards (i.e., minimal level of performance that the College would need to address if the College fell below the standard) for course success, degrees awarded, certificates awarded, and the transfer rate to four-year colleges. E. Bagg recommended that the College establish a standard for a three or six year period.
  - Course success standard:
    - i. E. Bagg noted that the College's aspirational short-term (i.e., one-year) goal for course success rates for the Institutional Effectiveness Partnership Initiative (IEPI) is set at 64%. The Committee was provided with the annual course success rates for the past ten years and agreed to set the institution set standard for course success at 63% for the ACCJC annual report.
  - Degrees
    - i. The Committee was provided with data on the number of degrees the College has awarded over the past ten years. K. Hillman noted that the College is increasingly adding new Associate Degrees for Transfer (ADTs) to the curriculum and although the College is experiencing declining enrollment, the number of ADTs the College awards is likely to increase in future years. The Committee set the institution set standard at 1,000 degrees.
  - Certificates:

- i. The Committee was provided with data on the number of certificates the College has awarded over the past ten years. The Committee set the institution set standard at 575 certificates.
- Transfer:
  - i. The Committee was provided with data on the number of students who have transferred to the California State University system, the University of California system, in-state private universities, and out-of-state colleges and universities over the past five years. The Committee set the institution set standard at 1,360 transfers.

#### 8. Classified Senate Discussion

- C. Sadler, J. Flowers, and A. Engel provided an update on the Classified Senate. They noted that their desire to create a Classified Senate came from their desire to contribute to student success and that one major avenue to improve student success is through the shared governance committees that are established at the College. J. Flowers noted that the Classified Senate is still going through the process of holding elections.
- A. Gabel noted that Administrative Regulation 2006 will need to be modified to reflect the Classified Senate and that the Classified Senate will need to be integrated into the shared governance committees at the College. Once the policies and regulations have been updated, changes can be made to all shared governance committees and memberships. K. Kane noted that one of the modifications that has been discussed is the possibility of tri-chair leadership on the College Planning Committee. She noted that like the faculty, the classified staff will be much stronger with both a union and Senate.

#### 9. Student Success Committee Update

- E. Bagg noted that the Student Success Committee has reorganized their meeting structure to streamline the resource allocation process across the college plans (e.g., Student Equity, Basic Skills, and Student Support Services and Programs). The Committee is also reorganizing their meeting schedule. The Committee used to meet every two weeks, but will now meet once a month, while the advisory group consisting of the co-chairs of the plans and the Vice Presidents of Academic Affairs and Student Support Services will meet on the other scheduled meeting dates to deal with funding and resource allocation.

#### 10. Presidential Search Update

- A. Gabel gave an update on the presidential search. She said that there are five final candidates and that a public forum will be held on Monday February 27<sup>th</sup> from 12 to 5 pm. Each candidate will have an hour to answer pre-selected questions. The Board of Trustees will interview the candidates on Saturday, February 25<sup>th</sup> and will deliberate in a second closed session on Tuesday, February 28<sup>th</sup>.

#### 11. Extension of March CPC meeting following Combined CPC-BAC Meeting

- A. Gabel proposed that the College Planning Committee meet from 4 to 5 pm following the combined College Planning Committee and Budget Advisory Committee meeting in March. Committee members agreed to meet during this time.

#### 12. Future Reports

- March 16: Strong Workforce Update, AEBG Update, Enrollment Management Update, Communication and Outreach Efforts Updates, ACCJC Action Plan Updates
- April 20: Promise Pathways Update
- May 18: Student Equity Project Evaluation Update

CPC Next Meeting: March 16, 2017