



**CPC Meeting  
May 19, 2016  
2:30 – 5:00 PM  
T-1046  
Summary Notes**

*Present: Eloy Oakley, Karen Kane, Eva Bagg, Terri Long, Lou Anne Bynum, Rose DelGaudio, Ann-Marie Gabel, Greg Peterson, John Downey, Shauna Hagemann, Kenna Hillman, Christina Moorhead, Jeri Florence, Dina Humble, Suzanna Scholz, Colin Williams, Haley Nguyen, Jennifer Holmgren*

*Absent: Jorge Ochoa, Marshall Fulbright, Michelle Shih, Brittany Lieberman, Adrian Novotny, Therese Wheeler, John Pope*

*Guests: Hussam Kashou, Sylvia Lynch, Corinne Magdaleno, Diane Brown*

1. The Summary Notes from April 21 were approved with corrections.
2. Funded Positions 2016-17
  - The funded positions for 2016-17 were discussed. The funded positions were based on the culmination of all the Vice-President plans and what the budget could accommodate.
3. Equal Employment Opportunity (EEO) Plan
  - R. DelGaudio presented the EEO plan for a second reading. She said that any input she received from CPC members since the first reading of the plan was incorporated into the final version. CPC members noted that the plan is comprehensive.
4. Approval of Committee Membership Adjustments based on Administrative Regulation 2006
  - The membership adjustments that were made to the Information Technology Advisory Committee, Online Education Committee, and Educational Technology Subcommittee were approved.
5. Approval of Staff Equity Committee Revised Charge
  - R. DelGaudio presented the revised charge for the Staff Equity Committee. She noted that the college is required to have an Equal Employment Opportunity (EEO) Advisory Committee under Title V. The Staff Equity Committee will act as the College's EEO Advisory Committee and in order to make this clear, the charge of this committee was revised.
    - i. One member suggested that the Staff Equity Committee should consider a name change so that it is not confused with the Student Equity Committee. R. DelGaudio said that she would mention this suggestion to the Staff Equity Committee in fall 2016.
    - ii. The modifications to the Staff Equity Committee charge were approved.
6. Commencement Committee and Subcommittee Proposal
  - E. Oakley noted that there has been a lot of discussion in the Academic Senate regarding how faculty can assist with planning for the commencement ceremony. However, he said that he did not think that this item is an appropriate agenda item for the College Planning Committee since the commencement ceremony is not part of the planning process. E. Oakley noted, however, that there is a need to better coordinate the planning of commencement so that all faculty and staff feel like they can provide input.
    - i. The members weighed in with their thoughts on planning for the commencement ceremony. The members agreed that this topic does not belong on the College Planning Committee agenda, but that the conversation should happen elsewhere and include, among others, E. Oakley, K. Kane, and the Dean of Student Affairs. Some members also noted that planning for the commencement ceremony needs to happen earlier in the year and that it would be beneficial to include members from all constituent groups in the planning of this event.

7. Senate Resolution: Support Efforts to Increase Access to High-Quality Open Educational Resources – Taskforce Proposal
  - K. Kane discussed the Academic Senate Resolution and noted the need for a taskforce to support the resolution. She said that the first step toward creating a taskforce would be to start a workgroup tasked with developing the taskforce's charge and membership. K. Kane asked for volunteers for the workgroup. T. Long and D. Humble volunteered.
8. Approval of Institutional Effectiveness Partnership Initiative (IEPI) Goals
  - E. Bagg recounted the history of the IEPI and the required one and six-year goals that have been recommended to the College Planning Committee for approval by the Budget Advisory Committee and Student Success Committee.
    - i. The Budget Advisory Committee recommended a one-year goal of 12.5% and a six-year goal of 15% for the fund balance.
    - ii. The Student Success Committee recommended a one-year goal of 40% and a six-year goal of 50% for the College's completion rate for students unprepared for college. While this goal is optional for the college to set, there is a goal that requires the College to choose one of the previous goals. The Student Success Committee chose this goal to focus on unprepared students. The Committee also recommended a 64% one-year goal and 68% long-term goal for course completion.
    - iii. The members approved the recommended IEPI goals.
9. Approval of the 2016-2022 Strategic Plan
  - E. Bagg covered the development of the strategic plan, the mission and values, and the strategic plan goals and strategies.
    - i. A discussion occurred among members regarding the "nurturing" value. A few members did not see the relationship between this value and the definition of the value. Another member felt that this value should relate to only students. Other members felt that the nurturing value definition is appropriate as written. K. Kane and E. Bagg said that they will bring these comments back to the Strategic Plan Oversight Taskforce for consideration and noted that if anyone has any further comments they should email them to K. Kane, E. Bagg, or J. Holmgren.
  - E. Bagg also discussed the strategic plan metrics. She asked the members to establish goals for two of the completion metrics.
    - i. The members approved a goal of 55% by 2022 for the "% of intent to complete students who transfer, receive a degree/certificate, or achieve transfer-ready in 6 years" metric. E. Bagg noted that this goal is realistic because there are other colleges that have implemented strategies like the ones in the strategic plan that have achieved this percentage for student completion.
    - ii. The members also approved a goal of 1,500 degrees awarded by 2022.
      1. One member asked how the rest of the metrics and goals for the metrics will be developed. E. Bagg said that the Strategic Plan Oversight Taskforce will work with faculty and staff involved in the areas pertaining to the goals and strategies of the plan to set and recommend more metrics. The Strategic Planning Oversight Taskforce made a commitment to teach the strategic plan so that faculty and staff can understand how the plan will influence the metrics, as well as how they can help develop the metrics and goals. As the metrics and metric goals are developed they will be brought to the College Planning Committee for approval.
    - iii. E. Bagg thanked K. Kane for her leadership and positive attitude throughout the creation of the strategic plan. E. Bagg also thanked the eleven members of the Strategic Plan Oversight Taskforce for their contributions to the plan.
10. CPC Meeting Dates 2016-17 Academic Year
  - The College Planning Committee meeting dates for the 2016-17 year were distributed to the members.