



**CPC Meeting
October 1, 2015
2:30 – 4:30 PM
T-1046
Summary Notes**

Present: Eloy Oakley, Karen Kane, Eva Bagg, Terri Long, Lou Anne Bynum, Ann-Marie Gabel, John Downey, Shauna Hagemann, Kenna Hillman, Christina Moorhead, Jorge Ochoa, Jeri Florence, Michelle Shih, Adrian Novotny, Therese Wheeler, John Pope, Suzanne Sholz, Colin Williams, Maria Narvaez

Absent: Rose DelGaudio, Greg Peterson, Dina Humble, Brittany Lieberman, Thomas Hamilton

Guests: Alicia Kruizenga, Hussam Kashou

1. The Summary Notes from September 10, 2015 were accepted with minor changes. There were several new members and guests in attendance: Alicia Kruizenga (for Greg Peterson), Hussam Kashou, Suzanne Sholz for CHI, Colin Williams, Librarian and new SLO Coordinator for GE Outcomes, and Adrian Novotny for CCA.
2. Committees and subcommittees
 - a. Student Success Committee updates

E. Bagg gave updates on the Student Success Committee. The role of the SSC has evolved into the overarching committee that oversees and keeps the college aware of various plans

Promise Pathways Subcommittee – The charge and plan were reviewed by the SSC last week, but upon further review by the Promise Pathways Subcommittee, they decided that more work needed to be done to focus on key priorities, the budget and evaluation.

E. Oakley reminded the members that student success should be the focus of every committee, and that it needs to be integrated into the discussions in each committee. The SSC and its subcommittees should be supported collegewide. The data should also inform our decisions so that the college can use its resources effectively, especially the money that is coming in for a brief period of time, and to use those funds on the things that have the most impact.

J. Pope asked about timeline of next steps. E. Bagg responded that it needs to be ASAP to provide support for existing cohorts as well as be ready to support the next incoming cohort.

E. Bagg reported that the SSC received the 2015 BSI report, which includes how the college has expended money the previous year. The funding has been spent to support the success centers, including tutors and Supplemental Instruction leaders, and professional development. Lauren Sosenko has met with Heidi Neu and Emily Gehrman on the evaluation of the success centers, including evaluating use of funding.
 - b. Proposal: Online Education Committee –

Hussam Kashou reported that based on feedback from CPC, he, Sylvia Lynch, K. Hillman and Anthony Starros worked on the proposed charge of the Online Education Committee (OEC) and are bringing forward a revised charge for CPC to approve.

The charge was approved with the following changes:

 - under “Annual Timeline of Outputs” - changed “Update Online Education Plan” to “Update Distance Learning Plan”
 - under Membership - clarified 1 Student Rep

The charge and membership for the OEC was approved. K. Kane complimented H. Kashou on the work he did on the proposal.

E. Oakley asked about free open online courses. H. Kashou stated that he is part of the statewide group on open online education and is interested in exploring this topic more, but this will not be the responsibility of the OEC.

3. Report from VPs on resource requests funded

A letter from K. Kane and E. Oakley will highlight and summarize the resource requests that were funded this year. It will be sent out collegewide later this month, and each VP was asked to submit a list of funded resource requests from their area. Each VP in attendance gave a summary of their lists. T. Long explained that many requests from Academic Affairs and Student Services overlapped. The list from Human Resources is forthcoming.

4. Comments on survey to evaluate planning process

The survey instrument was sent out via email and members were asked to review it and send their comments and suggestions to M. Narvaez prior to the meeting. Several minor suggestions were made and M. Narvaez reviewed each one with the committee. Members agreed to all the suggested changes

5. Miscellaneous

- M. Shih gave a quick update on the experience she relayed at the meeting about the student sleeping in class. It turns out that the student has a medical condition. The instructor is talking to DSPS to find out what can be done to address this issue.

- Members asked for an update on the security cameras and campus safety in general. A. Gabel stated that a contract for the security cameras has been issued to prepare plans. The project is moving forward, but will probably take about one and half years to complete. She also reported that we are planning to purchase software for the new phones once they are installed in the spring that will give us the ability to send campus wide broadcasts over the phones.

- T. Hamilton asked about increased police presence, especially in light of the shooting in Oregon. E. Oakley responded that this is an issue on which the district goes back and forth. When police presence is increased, students get concerned. LBPD provides us with 24/7 coverage, but it is a good conversation to have. Many members expressed concern about not knowing how to respond. A. Gabel stated that there is an emergency response training on Oct. 16th which is open to all. An email will be sent out in the next few days with more details.

- A. Gabel also reminded everyone about the Great Shakeout Drill planned for October 15.

- Karen Rothstein will be presenting on equity at the next CPC meeting.

Next meeting: November 5, 2015