



**THURSDAY, DECEMBER 17, 2015, 3:00- 5:00 PM, GRIFFIN GATE**

**MEETING SUMMARY**

<b>PRESIDENT</b>	<b>Nabil Abu-Ghazaleh (Chair)</b>		<b>DIVISIONAL REPS (7)</b>	<b>Adelle Schmitt</b>	
<b>VICE PRESIDENT ACADEMIC AFFAIRS</b>	<b>Katrina VanderWoude</b>	√		<b>Jennifer Bennett</b>	√
<b>VICE PRESIDENT STUDENT SERVICES</b>	<b>Marsha Gable (Interim)</b>	√		<b>Michael Barendse</b>	
<b>VICE PRESIDENT ADMINISTRATIVE SERVICES</b>	<b>Linda Jensen (Interim)</b>	√		<b>Irene Palacios</b>	√
<b>SR. DEAN OF COLLEGE PLANNING &amp; INSTITUTIONAL EFFECTIVENESS</b>	<b>Aaron Starck</b>	√		<b>Liz Barrow</b>	√
<b>DEAN OF CAREER &amp; TECH ED/WORKFORCE DEVELOPMENT</b>	<b>Javiar Ayala</b>			<b>Beth Kelley</b>	√
<b>DEAN, COUNSELING &amp; ENROLLMENT SERVICES</b>	<b>Martha Clavelle</b>	√			
<b>DEAN OF ARTS, LANGUAGES AND COMMUNICATION</b>	<b>Susan Schwartz (Interim)</b>	√	<b>BASIC SKILLS REPRESENTATIVE</b>	<b>Corey Manchester</b>	
<b>DEAN, ENGLISH, SOCIAL/BEHAVIORAL SCIENCES</b>	<b>Agustin Albarran</b>		<b>SUPERVISORY REPRESENTATIVES (2)</b>	<b>Genie Montoya</b>	
<b>DEAN, MATH, NATURAL SCIENCES &amp; EXERCISE SCIENCE/WELLNESS</b>	<b>Mike Reese</b>	√		<b>Kurt Brauer</b>	
<b>DEAN, LEARNING &amp; TECHNOLOGY RESOURCES</b>	<b>Taylor Ruhl (Interim)</b>	√	<b>CLASSIFIED SENATE DESIGNEE</b>	<b>Rochelle Weiser</b>	√
<b>DEAN OF ALLIED HEALTH &amp; NURSING</b>	<b>Debbie Yaddow</b>		<b>CLASSIFIED SENATE REPRESENTATIVE</b>	<b>TBD</b>	
<b>ASSOCIATE DEAN OF NURSING/DIRECTOR OF NURSING</b>	<b>Domenica (Dee) Oliveri</b>	√	<b>CSEA REP</b>	<b>Will Pines</b>	√
<b>DEAN, ADMISSIONS, RECORDS &amp; ENROLLMENT SERVICES</b>	<b>Amir Law (Interim)</b>	√	<b>ASGC REPRESENTATIVE</b>	<b>TBD</b>	
<b>ASSOCIATE DEAN, ATHLETICS</b>	<b>Jim Spillers</b>	√			
<b>ASSOCIATE DEAN OF STUDENT SUCCESS AND EQUITY</b>	<b>Lida Rafia</b>	√			
<b>ACCREDITATION LIASON OFFICER</b>		√	<b>GUESTS:</b>		
<b>DIRECTOR FACILITIES &amp; OPERATIONS</b>	<b>Ken Emmons</b>		<b>Michael Copenhaver</b>		√
<b>PRESIDENT, ACADEMIC SENATE</b>	<b>Tate Hurvitz (Co-Chair)</b>	√			



AFT REPRESENTATIVES	Jim Mahler				
	Victoria Curran for Judd Curran	√			
CHAIRS & COORDINATORS REP	Evan Wirig	√	RECORDER:	Patty Sparks	√

Meeting commenced at 3:00 PM.

**I. CO-CHAIR DISCUSSION/POSSIBLE NOMINATIONS**

Tate asked the members that for the good of this Council whether it should consider a temporary co-chair appointment until the VPAS position has been permanently filled. The Council discussed the issue and consensus is to keep the co-chair position filled by the interim VPAS, Linda Jensen.

**II. REFLECTION ON COUNCIL’S FOCUS AND APPROACH FOR THE FUTURE**

Tate stated that it is his impression that this Council has an uneven focused approach to planning versus the amount of time resources are discussed. It might be useful to think about a way in which we can structure conversations to planning – giving an equal time to each very important area. For an example he stated that discussions along the lines of Student Success, ATD, and Student Equity will keep us informed and will allow for good for thoughtful conversations that transcend this Council.

Judd Curran stated that we have integrated a lot of planning into the resource piece and thinks the connection between the two are there.

Katrina VanderWoude stated that we are faced with new challenges as to categorical funding and this Council will be utilized for discussions that may prohibit repetitive work being done.

Tate closed by reporting that there is a need and desire to get this more relevant in the conversations within this group. He asked the Council to think about the best way to incorporate more planning conversations here and get back to the Council.

**III. BUDGET UPDATE**

Linda stated we will have a positive 2016/17 year however, not as good as 2015/16. We will have more definitive numbers sometime in May.

Institutional Review Committee (IRC)



Linda provided an update and brief time-line for Activity Proposals (APs). The IRC will meet late February, Early March to go over the scoring rubric and discuss any changes or recommendations for the committee.

2016/17 APs were submitted in October of 2015. These APs will be disseminated to the Deans and VPs for distribution. Each division is assigned a number of APs they can submit as follows:

<b>Division Name</b>	<b>Dept. Proposals</b>	<b>Division Proposals</b>
President	1	1
VPAA	1	1
Administrative Services	9	2
AHN	3	2
ALC	8	2
CPIE	1	0
CTE/WD	6	2
ESBS	8	2
LTRC	5	2
MNSES	9	2
Student Services	13	2
<b>Totals</b>	<b>64</b>	<b>18</b>

Once each division reviews and prioritizes their list, the deans and VPs will gather them and provide them to the IRC. The IRC will then meet sometime in March for presentations. (Divisions will defend their APs). The IRC will rank and score the APs and provide a ranked and prioritized list to this Council sometime in April/May. We will know how much funding, hopefully by May that will be allocated to the APs. It was explained that these are Activity Proposals to be funded with one-time monies and cannot be an on-going project. Each AP will be responsible for a plan to implement the proposal and funds will need to be expended by the end of May, 2017.

Tim reminded the Council that the State allocated funding for new faculty hires. We hired two and agreed to move down the Faculty Staffing List for the remaining eight positions.



Tim provided a handout, *Strategic Hires – P&RC*, for the Council to review. He further reminded the Council that on the Strategic Hire list, there was a “tie” for the eighth position. We will determine whether both positions can move forward when we have more information as to funding resources as it becomes more concrete.

In addition to new hires, deans and vice presidents will be attending a Los Angeles Job Fair on January 30, 2016, to better access a larger pool of qualified applicants.

Positions discussed were:

*Faculty*

**SSSP Counselor Coordinator**

This position will be involved with our matriculation services through SSSP. The Coordinator will work closely with deans and counseling and will report to the VPSS. Service under this position for students will include workshops as well as early alert and efforts to address all the needs of our first year students. Cuyamaca College recently hired this position for their campus.

Tim stated that although this position is categorically funded, we should treat the funds as on-going (as we did with matriculation funds).

The Council wanted clarification on the difference between the SSSP Coordinator and Counselor positions. The Coordinator will work to identify students who have not completed their education plans as well as research and resolve retention issues. There are so many positions within the Student Equity Plan that a coordinator is necessary to avoid duplicated work as well as ensure that projects and goals are being met. The counselor position will of course counsel students and assist with tracking.

This position will be tabled for further discussion.

**Librarian**

This position is funding in the unrestricted general fund and is vacant due to a death. This position will ensure the minimum amount of service we agreed to provide in the Library.

**DSPS Counselor**

As discussed in previous meetings, this position was requested in lieu of the DSPS Specialist. After a thorough review of needs in the department this position far better serves students. This position will also be credentialed to administer Learning Disability testing.



**Mental Health Counselor/Coordinator**

This is a full-time position and would be funded through Student Health Fees.

This position is needed as many students are turned away or cancelled to take care of emergencies on campus. Last spring, approximately 500 students were seen and 33 of those students were life eminent. Top four reasons students see mental health counselors are, anxiety, panic attacks, depression, and students with trauma history.

**AOJ Instructor**

One of two positions already moving forward.

**English Instructor**

Second position already moving forward.

Instructor positions moving forward are: Psychology - Behavioral Sciences, Physics, Math, Veterans Counselor/Coordinator.

*Other Classified and Administrator positions were discussed.*

***Classified***

**SSSP Program Specialist**

This position assists with mandates and will track and follow-up with students. In addition to tracking, this position works closely with counselors and/or tutors. This position will maintain all files and paperwork associated with students.

**Outreach Coordinator**

We currently do not have a position designed for developing outreach programs, recruitment both in-reach at the college and outreach to the community. The position will be funded with Equity Funds.

**A&R Assistants Sr.**

Needs to be filled however is not a hardship or burden.

**Student Services Specialist - Assessment**



This position will serve fill assessment gaps and clearing pre-requisites classes for students and will alieve the huge bottleneck in services to students.

*Administrator*

**Associate Dean, Student Services**

This Administrative position will oversee all student success measures, SB1456, and be responsible for the SSSP Planning Report in collaboration with counseling. This position will report to the VPSS.

**Sr. Dean, CPIE**

This position is vacant due to Chris Hill taking a position at another institution. This position is vital to the sustainability of college planning. This position will verse all aspects of college planning and its link to district wide planning. In addition to planning, this position will organize and direct operations and activities involved in review, analysis, interpretation, and reporting of a variety of data and information used in assessing the institution's effectiveness toward student success.

**Associate Dean, Athletics**

This position is vacant due to the retirement of Jim Spillers. This position assists with meeting legal mandates and assures compliance with NCAA, federal and state local guidelines. In addition supervises the administration of athletic programs including training and evaluation of coaches and staff.

The Council discussed the strategic hiring process and the Districts involvement.

*New position*

Financial Aid Special Programs Coordinator. This position needs to be classified but will be funded through Equity funds and written in the equity plan.

The Council agreed to move forward with recommendations as discussed.

Meeting adjourned 5 p.m.



**NEXT P&RC MEETING DATE: January 28, 2016, 3 – 5 p.m., Griffin Gate**

**VISION: CHANGING LIVES THROUGH EDUCATION**