1.0 Call to Order and Introduction of Substitutes
None.

2.0 Review of Agenda
Steve would like to add a mission statement discussion and Paul would like to add a decision making discussion.

3.0 Oral Communications
None.

4.0 Approval of Minutes
The minutes of the September 5, 2012, September 19 2012, October 31, 2012 were approved.

5.0 CPC Review of Mission and Vision
Steve provided a proposal to CPC which calls for CPC to formally review the college’s mission and vision statements on a regular basis. CPC members discussed the proposed and determined a three year review cycle is appropriate and agreed the review should be added to CPC’s charge. CPC voted and approved the proposal.

6.0 Budget Update
Graciano and Victoria provided an update on the state budget. The budget outlook improved significantly with the passage of Proposition 30, but the impact to the college will not be known until the Governor releases his proposed budget in January.

CPC discussed FTEs and the enrollment cap. The college reduced FTEs by 6.5%, so now the college is under its enrollment cap. Victoria said the good news is that we are working to increase courses, so we will be able to offer more courses in spring and summer to try and capture the restoration funding. This will be funded out of salary savings and carryover funds that reside in the VPI’s budget. The college will not have to use reserve funds in 2012-13, but in 2013-14 the college will have to permanently augment the funds.
Kathie said the college is adding TU’s that are very efficient and mission critical, not necessarily adding what has been reduced. Victoria said by adding about 300 the college will still have about a 2.5 percent cushion in enrollment.

Michael asked if we know anything about enrollment demand. Kathie said demand is soft and the college is planning a marketing campaign. Michael asked how accessible classes will be for students. Kathie said there is concern about the fee increase and students are encouraged to be persistent.

Dennis said we need to think about the new enrollment priorities because we may lose enrollment in Fall 14. There are a number of students who will lose their BOG waiver when are they are making unsatisfactory progress. Victoria said we do have a $1m FTES reserve set aside, and in the coming year we are going to have to think strategically how to use that.

Victoria said the FON has been frozen since 2008 and will be frozen for fall 2013, but it is very likely that in the fall of 2014 the FON will be unfrozen. In fall 2012 our FON was 189.6 and we reported 195.25. In fall 2014 if the FON is unfrozen it could be anywhere from 210 to 212.

6.0 Academic Staffing
Wanda discussed the Academic Staffing report. Instruction is recommending the college hire six new faculty. Wanda is hoping that the January budget looks good and we can talk about this again in the spring.

Paul commented that he thinks we should go deeper now because if FON is unfrozen in 2014 we will have a lot to do quickly, but added there are still budget issues to be addressed. Kathie said we still have the issue of more retirements putting the college below its FON. CPC discussed the pros and cons of hiring more now versus waiting. Victoria recommended revisiting this in January when we know more about the budget.

Alta discussed the need to have classes for students and balancing that with the lack of staffing.

7.0 Transitions Update
Wanda provided an update on the VPI search. The committee met for the first time on Nov. 16, and it is a huge, strong committee. They received a good pool of applications. The applications are online on a secure Google site. The committee is meeting on December 12 to decide on interview candidates. Interviews are tentatively scheduled for Jan. 7, 8, and 9.

Alta asked what Brian’s role will be. Victoria thinks his role will be changing. Margarita said the Board has been here before and will make sure we follow the process to identify the appropriate interim and new president.

Paul said Brian wanted to make sure the VPI process moves forward appropriately.

8.0 EMP Forum Planning
Victoria said the timeline for the draft report to be delivered is Dec. 13. Feedback is welcome and encouraged
9.0 Decision Making Cycle Discussion
Paul discussed the cycle and said discussions have come up again with ARC and with the self-study. Paul has major issues with it and will draft a proposed revision for CPC and ARC review.

10.0 CPC Meeting Schedule
The next CPC meeting is scheduled for January 23. Rory and Rachel will provide an update on accreditation.

12.0 Adjournment
The meeting adjourned at 3:17 p.m.