COLLEGE PLANNING COUNCIL
MINUTES
Wednesday, July 25, 2012

PRESENT: Charlotte Achen, Dennis Bailey-Fougnier, Jill Gallo, Wanda Garner, Diane Goody, Steve Hodges, Brian King, Michael Mangin, Graciano Mendoza, Dan Rothwell, Barbara Schultz-Perez, Stephanie Stainback, Kathie Welch

ABSENT: Renee Kilmer

VISITORS: Dan Borges, Kristin Fabos, Rick Fillman, Massina Hunnicutt, Ray Kaupp, Isabel O’Conner, Rock Pfortenhausler, Barbara Rigg, Michael Robins, Georg Romero, Tootie Tzimbal, Marcy Weiland

1.0 Call to Order and Introduction of Substitutes
Jim for Graciano, Wanda for Renee, Graciano for Wanda

2.0 Review of Agenda
None

3.0 Oral Communications
None

4.0 Minutes
The minutes of May 2, 2012, May 16, 2012, and June 6, 2012 were approved.

5.0 Phase IV Reductions
Rock presented a proposal to restructure CEED. Rock said the ability for CEED to grow has been hampered by not having a manager. A better configuration for CEED is to bring back the community education coordinator position and one program specialist.

Rock provided an update on the in-service coordinator position, and depending on how that works out there might be some availability in that position to support the new structure. Jill asked if there will be more to support with less people to provide the support. Rock said CEED has instituted a new system that will help streamline a lot of the work done by the program specialist. Michael asked where CEED can grow and Rock said there is opportunity in professional development. Stephanie asked about the work that will no longer be done when one specialist is eliminated and Rock said it will fall to the coordinator, student employee and remaining specialist. Dan asked if there is a dollar savings and Rock said the program specialist use to be on the general fund, and the one remaining will be off the general fund. Also 50 percent of Rock’s salary is no longer on the general fund. Brian asked what CEED will do if the new configuration does not generate new revenue, and Rock said CEED will downsize. CEED does have a reserve that they can utilize so the risk to the college is minimal.

Next CPC discussed the proposed reduction to the marketing coordinator position. Kristin has found funds to backfill 20 percent of the 50 percent reduction for one year. The 20 percent is outside the general fund.
6.0 **SPRAC Reports**

First Marcy discussed was Information Technology proposed reductions. Stephanie commented that it is hard when the position is being reduced and all the work is being put on the remaining staff. Stephanie added that in reality a delay to service does affect students and the concept that IT staff does not work with students is incorrect. Dan (Borges) said the plan does create efficiencies in that two techs are not going to each service call, but it will to take training and there are still a lot of unknowns at this point. This includes how the Watsonville piece will work out. Stephanie asked if there is a way to look at service calls and predict service delays. Dan said the position up for elimination was created a number of years ago when projectors were used more, and IT is trying to keep up with changing technology. There are fewer projectors across campus. Barbara asked if there is old technology that is being used where people are not taking full advantage of the newer smart classrooms. Dan said Ray and the TLC’s role is to educate faculty but there is no way of telling what is not being utilized. Jill said communication to let faculty know they are not going to get support is important. Dan said IT can handle six emergencies at once but they want to be able to do it better. They want to do a better job supporting the classrooms. Wanda asked Dan to keep in mind the night classes, especially because the division offices will not be staffed. Paul said the question is what is the impact and how big is it.

Next CPC discussed the Math Learning Center SPRAC report. Marcy said there was conversation with the director, chair, dean, and the one staff member who works during the summer. SPRAC did not meet with the two staff members who do not work in the summer. CPC discussed about the repeatability legislation and the increased pressures it may put on the Math Learning Center.

Lastly CPC discussed the SPRAC reports on the writing center LIA positions, both of which are currently vacant. None of the LIA staff were present when SPRAC met on Friday because were not working that day. SPRAC has decided to give them an opportunity to come this Friday. The report may be revised if there is input.

Dennis made a motion to accept all the SPRAC reports. Barbara seconded the motion. CPC voted and the motion passed.

7.0 **Adjourn**

CPC was adjourned at 4 p.m.