PRESENT: Dennis Bailey-Fougnier, Jill Gallo, Diane Goody, Cedar Green, Paul Harvell, Steve Hodges, Brian King, Victoria Lewis, Michael Mangin, Graciano Mendoza, Alta Northcutt, Dan Rothwell, Kathie Welch

ABSENT: Renee Kilmer


1.0 Call to Order and Introduction of Substitutes
   Wanda substituted for Renee.

2.0 Review of Agenda
   None

3.0 Oral Communications
   None

4.0 Staffing Transitions
   Brian informed CPC that Renee’s unpaid leave has been extended through October 17. Wanda and Kathie will continue to be interim co-VPI through October 17. The college has contracted with Morgan Lynn to help Kathie and Wanda with the VPI duties.

5.0 Update on Revisions to Manager’s Evaluation
   Brian reported that managers will continue to be evaluated annually. The revised AR will contain a new process that does not provide confidential personnel information to a manager’s direct reports. The process will be much like the program chair evaluation process. Brian said no Board action is required to revise the AR, but Board is informed of the change. Michael asked if people will continue to be as well informed as possible. Brian said the focus will be on actionable feedback, feedback that is helpful to improve performance.

6.0 Budget Update
   Graciano provided an overview of the 2012-13 budget book.

   Victoria offered to go over the budget with any CPC member who would like more information.

   Graciano focused on the base budget. He said the college is estimating a $3.1m deficit in 12-13.

   Victoria added that that the college is in a soft spending freeze. The business office has asked departments to only make critical purchases until after the results of the election are known. The business office is working on a cash flow estimate to term to determine how much of the college’s ending balance can be spent.
Brian said the pension reform act that will have consequences on what districts can do in terms of employer contributions. Brian contacted other PERS employers in the area to learn if they know anything. The college does not know the immediate impact for existing employees. Victoria said the college is trying to figure out how the law will be interpreted.

7.0  Accreditation Update
Rachel and Rory provided an update on the process. Rachel is the ALO in Renee’s absence. Rachel asked if CPC would like an executive summary prior to February when the first draft goes to CPC. Rory volunteer to provide verbal updates at CPC.

Victoria suggested posting information on an intranet, including the draft report and summaries. Rory said a summary of the planning sections will not be available until the end of the semester. Rachel suggested another CPC overview at the end of October. CPC members agreed that they would like to see as much information as early as possible in order to corroborate the accuracy.

8.0  Adjourn
CPC was adjourned at 4 p.m.