**Committee Name:** CPC  
**Date:** November 6th, 2013  
**Time:** 2:00 pm to 4:00 pm  
**Facilitators/Location/Chair:** 225 SAC East

### Attendees:
- CPC Committee; new member Tatiana Bachuret, Confidential Representative

### Guests:

### Agenda Items:

<table>
<thead>
<tr>
<th>Topic</th>
<th>Topic Lead</th>
<th>Time</th>
<th>Outcomes</th>
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<tbody>
<tr>
<td>Approval of 10/16/13 Minutes</td>
<td>Pres. Jones</td>
<td>5 min</td>
<td>Approved (Bailey-Fougnier/Rothwell)</td>
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<tr>
<td>Prioritization process, program plans, recommendations for funding</td>
<td>ALL</td>
<td>60 min</td>
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- VP Lewis shared several handouts regarding budgets and program plan monies.  
- Dan Borges gave an overview of the Master Technology Refresh (MTR) Plan. We have aging equipment that needs to be repaired and/or replaced. The plan is divided into two phases. Phase one is funded at approximately $858K (see attachment); phase two is unfunded at this point. Phase one could start immediately and continue through spring/summer of 2014. Items that are unknown: could need a project manager and might need space for equipment. Committee recommended to proceed with phase one of the Technology Plan.  
- Victoria gave an overview of the budget process used for prioritization in light of past practice. Mentioned that the redevelopment money is a big issue for 14-15. There will be an update in December or January.  
- VP Welch indicated that there could be some changes to the priority list for Instruction. She asked to wait on approving the document until next meeting.  
- Overall committee support for the Program Plan; will table VP Welch’s Instruction piece until receive further information. Updated plan will be sent out to CPC via email; no action required until next CPC meeting. |
| CPC template agenda/minutes model | ALL | 20 min |  
- Overall support for new template  
- One suggestion was to add a column for funding source/type |
per CPC retreat recommendations

- Will try the new template at next CPC meeting
- Group liked the idea of drop down menu for Primary and Secondary effectiveness link
- Timeline was discussed; sometimes we, (the committee) cannot change the timeline
- Laurel noted that a document is being created that outlines the timelines for CPC to use in the handbook

Retreat final topic “Challenges” All 15 min
- Completed the “Challenges” portion for the Chart Notes. Once completed the document will be shared with the group

Agenda building and take-aways Laurel 5 min
- Infusion of retreat topics

Other:
Welcome to Tatiana, new CPC rep for confidential staff.

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<tr>
<th>Meeting Summary or Take Away:</th>
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<tr>
<td>1. Continued dialog on Institutional Plan Priorities; VP Welch will update list and email Cheryl with changes. The rest of the Program Plan draft is approved.</td>
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<td>2. Technology Plan is approved</td>
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<td>3. Retreat notes and follow up items will be finalized and shared out with the committee</td>
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<td>4. Shared governance handbook; first 4 pages, will be shared with the groups via google docs. Each group to edit and bring back as a draft</td>
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