### Committee Name: CPC

**Date:** 2/5/2014  
**Time:** 2:00pm – 4:00pm  
**Facilitators/Location/Chair:** SAC 225E

<table>
<thead>
<tr>
<th>Attendees:</th>
<th>CPC Members</th>
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<tbody>
<tr>
<td>Guests:</td>
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<tr>
<th><strong>Topic, Info/Action</strong></th>
<th><strong>Topic Lead</strong></th>
<th><strong>Time on topic</strong></th>
<th><strong>Discussion</strong></th>
<th><strong>Action Items and Timeline</strong></th>
<th><strong>Primary Effectiveness Link</strong></th>
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| Approval of Agenda, Action | Laurel | 3 Minutes | • Approved: added Budget Update  
• Welcome to Martin Vargas-Vega, student rep, sitting in for Laura H.  
• Wanda Garner to sit in for Jim Weckler at half way point in the meeting. | • None | None |
| Approval of 1/15/14 Minutes Action | Laurel | 3 Minutes | • Approved | • None | None |
| PC Meeting Concerns  
• Data  
• Representation Info | Calais | 10 Min | • Desire for more data; specifically student info on majors, degree timeline, CTE, etc.  
• P. Shaw met with Terrence; PRO office is working on getting them what they need.  
• Discussion about having a student portal; would allow for easier contact for faculty  
• Cautions about relying on “Colleague” data information; might not be accurate  
• **Representation:** noted that CPC has 5 faculty members on the committee; sufficient representation. Any Faculty can contact any faculty rep if they need more information. | • | GAIT B: Institutional Effectiveness |
<p>| Shared Governance | All | 5 Min | • Received more comments and edits from the group | <strong>Will submit updated</strong> | GAIT B: |</p>
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<tr>
<td>Handbook Updates Action</td>
<td></td>
<td></td>
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<td>version with the new edits</td>
<td>Institutional Effectiveness</td>
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<tr>
<td>Shared Governance Manual: Acronyms &amp; Appendices Info/Action</td>
<td>Laurel/All</td>
<td>20 min</td>
<td>• See above</td>
<td>• See above</td>
<td>GAIT B: Institutional Effectiveness</td>
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</table>
| Bookstore Update Info | Michael Robins | 10 Min | • $1,227,000 since Barnes & Noble took over, in April 2013  
• Book rentals 3599  
• Digital 255  
• Food/Drink: 5%  
• Grab & Go has increased  
• Looking into having a coffee kiosk  
• $2500 in merchandise for faculty  
• 2 bookstore student employees have been accepted into Manager Trainee Program at B&E  
• Some students are having difficulties using vouchers to pay for their books | • None | GAIT B: Institutional Effectiveness |
| Mission/Vision/Values Info/Discussion | Laurel | 15 Min | • Discussion about whether our Mission Statement is reflective of College now  
• How does CORE 4 fit in?  
• Many adjectives – are they needed?  
• Budget Update: Victoria previously sent out to CPC members. | • More dialog is needed  
• Follow up after visioning  
• CPC members are asked to look at a draft that Laurel presented and bring back comments | GAIT B: Institutional Effectiveness |
<p>| FPAC Update Info | Victoria | 15 Min | • Dan Borges &amp; Joe Nugent presented a TOC power point presentation (Power point presentation will be uploaded under “handouts” section on CPC web page.) | | GAIT B: Institutional Effectiveness |</p>
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<td>Info Reps</td>
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<td>20 Min</td>
<td>• Comments that maybe a “Thank you” is in order for community members</td>
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<td>Agenda Building &amp; Summary Take-away Info</td>
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<td>Info Laurel</td>
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<td>5 Min</td>
<td>• CCEU/Classified: thanked Admin team for handling bldg. 200 issues with the move. Grateful to HR for monthly meetings • CCFT: Repeatability concerns An evaluation study group is beginning Harassment/Discrimination Policies: both for students and faculty – need more discussion on • Faculty Senate: Great start to semester • Basic Skills/CORE 4 • Peer observations are occurring • Student Senate: Welcome week is next week • Talent show on 3/12 – open to students &amp; staff • Drop date for classes is 2/8/4 • Need more students in senate</td>
<td>• None</td>
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Parking Lot:
## Information Requested

1. *To be added during the meeting*

2. 

3. 

4. 

## Meeting Summary or Take Away:

1. *To be added during the meeting*

2. 

3. 

4. 

## Effectiveness Links

1. Mission Statement and Core 4 Competencies (Communication, Critical Thinking, Global Awareness, Personal and Professional Responsibility)

2. Gait A: Student Success

3. Gait B: Enhance Institutional Effectiveness

4. Board Goals

5. Education Master Plan

6. Facilities Plan

7. Technology Plan

8. Program Plans

9. Student Equity Plan