**Committee Name:** CPC  
**Date:** 11/19/2014  
**Time:** 2:00pm – 4:00pm  
**Facilitators/Location/Chair:** SAC 225E

### Attendees:
- CPC Members

### Guests:
- Click here to enter text.

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<tr>
<th>Topic, Info/Action</th>
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<th>Discussion</th>
<th>Action Items and Timeline</th>
<th>Primary Effectiveness Link</th>
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<tbody>
<tr>
<td>Approval of Agenda Action</td>
<td>Laurel</td>
<td>3 Min</td>
<td>• Approved with one change: move student equity plan to the beginning.</td>
<td>• Approved</td>
<td>None</td>
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<tr>
<td>Approval of 11/5/14 Minutes Action</td>
<td>Laurel</td>
<td>3 Min</td>
<td>• Approved</td>
<td>• Approved</td>
<td>None</td>
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| FON/Faculty Prioritization Action | Kathie/ Michael | 30 Min | Review of faculty prioritization process; discussion of counseling categorical position  
• Different in that what we asked for were critical faculty requests – programs that couldn't survive without additional hires.  
• (5) Counseling positions were not ranked – we are recommending they be hired through SSSP, Student Equity and EOPS.  
• Recommend 1 math and 1 nursing position  
**Questions/Comments:**  
• “over our obligation #” it’s necessary – we should be 150% over our #. Can we find different language? Board understands. We are over our FON more than we’ve ever been. It’s a resource allocation; we all need to recognize that. | • Approved | Institutional Effectiveness |
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| Decision Making Draft Info | Laurel | 30 Min | Laurel presented a draft decision making document. History of handbook: process started more than a year ago. Requested by accreditation team to put this in place. This is the final piece. Each piece went back to the constituency groups for comments. Would like to finish this project. Can we live with it for a year or two and come back with changes if need be? Group discussion with changes/edits suggested. Questions/Comments:  
- Great document.  
- Don’t feel that students have a place at CPC – the main focus is on budget, employment, hiring/firing, etc. Not focused on students.  
- Role at CPC is how to keep our college fiscally sound so we can serve students.  
- Our job is to help students – maybe we don’t say it enough. Everyone here is deeply committed to students.  
- Important to have delegates if you are unable to be present at meetings.  
- How are decisions made at CPC? There have been many discussions around who facilitates the committee. Decision was made that the President facilitates. As far as topics – anything that goes forward to the board, planning documents, etc., goes to CPC. The charge/mission of the committee should help with this. | Changes/edits made and document approved. Will send out on Monday with equity plan. Take to next constituency meeting. Comments back on 12/3. | Institutional Effectiveness |
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<td>Student Equity Plan Info</td>
<td>Dennis</td>
<td>20 Min</td>
<td>This is for the governance manual only – constituency groups do not need to follow this model.</td>
<td></td>
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<td></td>
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<td></td>
<td>Equity budget handout. Charts have been fine-tuned with help from PRO. This will help quite a bit. 1 year budget – need to spend it by 10/1/15. Can start spending in Spring.</td>
<td>• Draft to the committee by Monday, 11/24/14. Comments/edits at 12/3/14 meeting.</td>
<td>Student Equity Plan</td>
</tr>
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</table>
| | | | Timeline:  
• Comments from CPC at the 12/3 meeting.  
• Dennis will get the plan out by Monday, 11/24/14.  
• Board approval in Dec and Jan. Chancellor’s office by 1/15/15. | | |
| | | | Questions/Comments:  
• Outcomes measurements – when? 3 year plan, but will need to provide a yearly update.  
• Did the committee look at actual funding formula for the development of the plan? No; we looked at what we were told to spend it on rather than how to spend it. Only piece within our control is the Pell piece.  
• 1st year how much flexibility is there to move money around? Need to submit a yearly budget – we have flexibility to move around as long as we stay within the parameters.  
• Process for approval? Don’t know – committee will need to decide on a process. We know that we will not be able to spend it | | |
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<td>Strategic Plan Update Info</td>
<td>Laurel/Terrence</td>
<td>20 Min</td>
<td>• Laurel presented an overview of the smartsheet. Most items are complete or almost complete. • Completed committee development: PETL – will come to 12/3 meeting for review. Comment: Cabrillo, CSUMB &amp; Hartnell have been partners in the Lumina Project for the past 3 years. English dept came up with a book based on best teaching practices for the 21st century student, focusing on developing “habits of mind” that are necessary for college success. Contributors to the book are faculty from Cabrillo, Hartnell and CSUBM.</td>
<td></td>
<td>Institutional Effectiveness</td>
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<tr>
<td>BP’s/AP’s Info/Action</td>
<td>Laurel</td>
<td>10 Min</td>
<td>•</td>
<td>• Will continue to bring updates &amp; New BP’s/AP’s throughout the year</td>
<td>Board Goals</td>
</tr>
<tr>
<td>Agenda Building &amp; Summary Take-away Info</td>
<td>Laurel</td>
<td>5 Min</td>
<td>•</td>
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<td>None</td>
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### Parking Lot:

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### 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. Steve from Second Harvest food bank spoke about the food drive. Amount needed this year is higher than last.

3.  

4.  

### Effectiveness Links

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

2. Student Success

3. Enhance Institutional Effectiveness

4. Board Goals

5. Education Master Plan

6. Facilities Plan

7. Technology Plan

8. Program Plans

9. Student Equity Plan