## Agenda Items:

<table>
<thead>
<tr>
<th>Topic, Info/Action</th>
<th>Topic Lead</th>
<th>Time on topic</th>
<th>Discussion and Next Steps</th>
<th>Timeline for Next Steps</th>
<th>Primary Effectiveness Link</th>
<th>Secondary Effectiveness Link</th>
</tr>
</thead>
<tbody>
<tr>
<td>Approval of Agenda Action</td>
<td>Laurel Jones</td>
<td>2 Min</td>
<td>• Approved</td>
<td>•</td>
<td>None</td>
<td>None</td>
</tr>
<tr>
<td>Second Harvest &amp; United Way Info</td>
<td>Presenters from both organizations</td>
<td>5 Min</td>
<td>• Presentation from United Way and 2nd Harvest</td>
<td>• No Timeline</td>
<td>None</td>
<td>None</td>
</tr>
<tr>
<td>Approval of 11.06.13 Minutes Action</td>
<td>Laurel Jones</td>
<td>2 Min</td>
<td>• Approved</td>
<td>•</td>
<td>None</td>
<td>None</td>
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| Budget Criteria Parameters Discussion/Action | Victoria | 40 Min | • Victoria provided power point presentation on budget.  
• We have a $2 million deficit now  
• Will know more in mid-Jan when the Governor’s budget comes out.  
• COLA: think we will get something  
• FON # for 2013 is 177.6; we reported 187.25. Don’t have 2014 numbers yet, but we don’t expect it to change much.  
• If restoration revenue doesn’t happen our deficit will continue to | • We need to hold the line on on-going spending until we know more.  
• Bring budget back to group in Jan.  
• Group approved the One Time Monies list, (with instruction updates).  
• Spring enrollment will give us more information. | Core 4 | Board Goals |

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### Attendees:
- CPC Members

### Guests:
- Click here to enter text.
| Facilities Plan Update Info | Victoria/Joe | 20 Min | • Joe provided an overview from the Facilities Planning and Advisory Committee.  
• Projects will be completed in order of priority.  
• Short term space planning, 13/14 & 14/15: identified immediate classroom needs.  
• Total cost to update/replace HVAC will be $77 Million.  
• Some staff will need to move while projects are underway (Bldg 100 will move to 200).  
• Business Dept is working on a comprehensive list to address all maintenance and IT needs.  
• Might need to discuss another bond to address all the needs.  
• Smoking policy discussion; 52% of students do not want a smoke free campus.  
• CCEU group responded with overwhelming support to be smoke free.  
• Enforcement could be an issue.  
• Health & safety concerns for staff and students. | • Health & safety issues are a priority.  
• Facilities committee to draft a recommendation for CPC.  
• Bring a facilities study to the February board as a challenge.  
• Next Facilities Advisory Committee meeting will occur the last week in Jan. CPC members are invited.  
• Update group with electronic communications to insure timely delivery.  
• Timeline is a year to go out for another bond.  
• Need survey response from Admins and Confidential staff regarding smoking policy – get to safety committee by 12/5. | Facilities Plan | Education Master Plan |
| Ranked Faculty List Info/Action | Kathie | 20 Min | • Moves to Board Agenda for 12/9/13  
• Kathie discussed the ranking process.  
• 3 new positions recommended are: Math, Culinary Arts and Nursing. | • Sent out under Board Book 12/5/13  
• Faculty hopes for more hires: Fire Sci, Communications and Counseling are also critical. | GAIT B: Institutional Effectiveness | Program Plans |
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<th>Presenter</th>
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| S4C 4<sup>th</sup> Grade Experience Info | 15 Min | Dennis | • All are critical  
• Also hiring for Poly Sci this was not on the ranking list, because it is a replacement position, not a new hire.  
• If budget improves, we hope to hire more. Will continue.  
• Group approved the 3 new positions  
• 4<sup>th</sup> grade experience will happen late April or early May  
• What worked last year and what didn’t?  
• Need to “sell” Cabrillo; create a sales pitch.  
• Email Dennis/Ray with suggestions about what we need to change to make this experience better.  
• Provide faculty incentives to participate?  
• Encourage participants to work in teams  
• Can this count for Flex Week Credits?  

Planning Agenda Management Tool Info | 10 Min | Terrence | • Did not get to this item; move to 12/4 agenda  

Agenda Building & Summary Take-away Info | 5 Min | Laurel | • S4C: team to email Dennis & Ray with suggestions & recommendations to improve the 4<sup>th</sup> grade experience.  
• Budget Criteria Parameters: follow up when we have more info on Governors budget and enrollment numbers.  
• Facilities Plan & needs discussed; back to the facilities committee to give us a formal recommendation and next steps before the next budget study plan.  
• Need smoking surveys completed by 12/5.
Committee approved 3 new full time faculty hires and 1 replacement position.

### Information Requested

1.  
2.  

### Meeting Summary or Take Away:

1. S4C: email & suggestions noted: teams, incentives, ambassadors/champions would be helpful
2. Budget Criteria parameters discussed: need follow up on enrollment and on governor’s budget
3. Facilities plan and needs discussed: will go back to the facilities committee with formal recommendations for next steps. Smoking survey to be completed by 12/5/13.
4. Fulltime faculty hires: reviewed process; VP Welch recommended Math, Culinary Arts, and Nursing.

### 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