# CPC Minutes

**Committee Name:** CPC  
**Date:** 5/21/2014  
**Time:** 2:00pm – 4:00pm  
**Facilitators/Location/Chair:** SAC 225E

### Attendees:
- CPC Members  

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

<table>
<thead>
<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</td>
<td>Approved</td>
<td>None</td>
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<tr>
<td>Approval of 5/7/14 Minutes Action</td>
<td>Laurel</td>
<td>3 Min</td>
<td>Approved</td>
<td>Approved</td>
<td>None</td>
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<td>Student Senate Election Results Info</td>
<td>Laura H.</td>
<td>5 Min</td>
<td>Introduced new Senate President, Martin Vargas-Vega. Group thanked Laura for her service and wished her well.</td>
<td></td>
<td>GAIT B: Institutional Effectiveness</td>
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| Technology Plan Update Info | Dan | 15 Min | Shared powerpoint presentation showing projects for 13-14  
Some projects for 14-15 are: Security and new Sun boxes. They will be submitted for funding as part of the process  
Technology plan available at: http://www.cabrillo.edu/services/pro/  
Items are prioritized through approved AUO’s  
AUO process complies with OARC committee  
Spoke about VDI: Cabrillo has more VDI than any other college. Convenient, but security is a concern.  
Adequate faculty representation on the Tech | No follow up | GAIT B: Institutional Effectiveness |
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| Participatory/Shared Governance Committees | Laurel | 20 Min | Laurel asked the committee to centralize and combine several of our committees. Some topic points:  
- Safety & Emergency Preparedness to be combined with a reporting to FPAC  
- President Climate Committee & Sustainability Committee to combine and report to FPAC  
- DE – can a report from DE be integrated into the Technology Plan? – Instruction piece would be separate. DE infrastructure needs should be included in Technology planning. DE still its own committee.  
- All advisory committees are mandated, but would move off the committee list and onto the appendix page of participatory governance manual. Asked for notes/minutes for all to see; consider CTE questions that can be asked by all CTE advisories and other date driven responses for PRO to have on a consistent basis.  
- CTE recommendations – have the ability glean data when needed and work with PRO office for accreditation  
- Student Equity and Student Success combine and report to CPC – discussion on where there might be existing committees for the task force to become part of the larger institutional framework  
- Professional Development Committee: Laurel and Vicki to work on over the summer on where some faculty development might be housed in the new Prof. Devel. Committee.  
  - Create opportunities for all; not just flex week  
  - A broad committee, reporting to CPC with some institutional themes for constituents. | Recommended the following:  
- Safety & Emerg Prep be combined  
- Pres Climate Committee & Sustainability committee be combined  
- Agreed on advisory committees  
- Student Equity & Student Success be combined: Dennis & Kathie will follow up with a task force on this option  
- Agreed on new Professional Development committee.  
- Laurel & Vicki to work on over the summer  
- Laurel & Eireann will work on new chart and will bring to CPC in the Fall  
- Get info on diversity committee | GAIT B: Institutional Effectiveness |
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| Budget Assumptions Info    | Victoria   | 20 Min        | Shared summary of May Revise and several handouts associated.  
- Worse than January budget  
- Less $$ for equipment & maintenance and no match for scheduled maintenance  
- STRS; employer contribution rate is up  
- State is focusing on fiscal stability “Rainy day” funds  
- Reduction in prop 39 $$  
- 50M added for work force development  
Cabrillo Projections:  
- In Budget Stability  
- Below our enrollment cap  
- Mid-range projection is $1.794M deficit  
- Discussion on how we will know what our size will be  
- College is using mid-range scenario for planning | No follow up | GAIT B: Institutional Effectiveness |
| Facilities Project Listing - 14-15 Info | Victoria   | 20 Min        | Presentation by Joe Nugent.  
- Overview of projects; most all are health & safety  
- Will need $182.5K to complete  
- Bond $$ will be gone after this year  
- Emergency repairs for last year alone ran over $1M | No follow up |  |
| BP/AP Process Info Info    | Laurel     | 5 Min         | Overview of the current process with the transition from Cabrillo to League language.  
- Explained what the PPTF role is.  
- All BP’s & AP’s have gone through the component groups prior to bringing them to PPTF, CPC and board. | PPTF will not meet over the summer  
- No July Board for review | GAIT B: Institutional Effectiveness |
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<td>Future CPC Meeting Dates Info</td>
<td>Laurel</td>
<td>5 Min</td>
<td>• 6/4, 6/18, July is TBD, 8/6 &amp; 8/20 • Plan on having a retreat in August</td>
<td>• Cancel July meetings</td>
<td>GAIT B: Institutional Effectiveness</td>
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<td>Participatory Governance Committee Pizza Party Workshop Info</td>
<td>Laurel</td>
<td>5 Min</td>
<td>• Tentatively scheduled for Thurs, 8/28 from 1:00-3:00</td>
<td>• Conflicts with “Tasty Bites” – will need to find an alternate date.</td>
<td>GAIT B: Institutional Effectiveness</td>
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<td>Campus Climate Report Info</td>
<td>Terrence</td>
<td>5 Min</td>
<td>• Terrence presented data on the recent Campus Climate Survey. This is done every 2 years, since 1999. Data can be found on the PRO website</td>
<td>• Suggests that the info can be very helpful for items that are coming up in discussions now</td>
<td>GAIT B: Institutional Effectiveness</td>
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<td>CPC Accomplishments 13-14 Info</td>
<td>Laurel</td>
<td>5 Min</td>
<td>• Laurel presented a list of accomplishments from the group. Congratulated everyone on a job well done. • These will be posted on the website</td>
<td>•</td>
<td>GAIT B: Institutional Effectiveness</td>
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<td>BP’s/AP’s Info/Action</td>
<td>Laurel</td>
<td>5 Min</td>
<td>• Always posted on the CPC website</td>
<td>• Will continue to bring updates &amp; New BP’s/AP’s throughout next year</td>
<td>GAIT B: Institutional Effectiveness</td>
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<td>Agenda Building &amp; Summary Take-away Info</td>
<td>Laurel</td>
<td>5 Min</td>
<td>• Michael Mangin thanked Laurel for her valiant efforts and a great first year at Cabrillo. • Said goodbyes to Sesario and Debora with a thank-you for their great work</td>
<td>•</td>
<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. 
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