



## STRATEGIC PLANNING COUNCIL MINUTES

A regular meeting of the Palomar College Strategic Planning Council scheduled for February 3, 2009, was held in SU-18. President Robert Deegan called the meeting to order at 2:00 p.m.

### **Roll Call**

Members Present: Barton, Brannick, Claypool, Cuaron, Deegan, Dowd, Duran, Frederick, Gowen, Gropen, Haltunen, Hoffmann, Japtok, Jennum, Kelly, Kovrig, Lienhart, Madrigal, McCluskey, Owens, Titus, Tortarolo  
Recorder: Cheryl Ashour  
Members Absent: Talmo, von Son

### **A. MINUTES**

MSC (Frederick/Duran)

The minutes of the meeting of December 2, 2008, were approved with the following correction:

The word "on" was added at the end of the sentence in B1.

MSC (Kovrig/Duran)

The minutes of the special meeting of December 5, 2008, were approved with the following request:

Debbi Claypool requested that the third sentence in Section III be amended to include a more detailed record of what was discussed. Michelle Barton will provide additional documentation to include in the minutes.

Information/Discussion Items D1 and D2 were brought forward in the agenda.

### **D. INFORMATION/DISCUSSION**

#### **1. Traffic & Pedestrian Safety Plan for MIB & Health Sciences Construction Sites**

Bonnie Ann Dowd introduced Dennis Astl from C.W. Driver, the construction management firm for the Multidisciplinary Instructional Building (MIB). Mr. Astl stated that they will soon begin the actual construction of the MIB. Because construction traffic will increase in Lot 12, there is concern about pedestrian safety. He distributed and discussed the traffic control plan that will be implemented. Monika Brannick discussed complaints from faculty working in the P building and near the student union regarding noise and allergies. Mr. Astl and Mike Ellis explained what is being done to alleviate dust. Construction noise should decrease significantly once the rock breakup is complete, hopefully by the end of the week. Some classes have already been relocated, but if additional faculty would like to relocate their classrooms, they are asked to contact Berta Cuaron.

#### **2. CCC-BOG Energy & Sustainability Policy**

Mike Ellis stated that an ad hoc committee from the Facilities Review Committee was formed to review the CCC-BOG Energy & Sustainability policy and make recommendations on how the District can meet the requirements of the program. Mr. Ellis distributed and discussed the policy requirements and the ad hoc committee's recommendations. Discussion ensued.

President Deegan read a Palomar College Timely Warning Notice sent to faculty and staff today regarding an alleged sexual assault at approximately 3 a.m. on Wednesday, January 28. The incident is being thoroughly investigated, headed by the Sheriff's Department.

The meeting returned to its normal agenda.

**C. FIRST READING****1. Revised Academic Calendar 2009-2010**

John Tortarolo stated that the 2009-2010 Academic Calendar was revised to show July 4, 2009 as a non-instructional day.

MSC (Kovrig/Cuaron) to move to a second reading  
MSC (Dowd/Duran) to approve the revised 2009-2010 Academic Calendar

**2. Academic Calendar 2010-2011**

John Tortarolo discussed the 2010-2011 Academic Calendar. Shannon Lienhart asked why Independence Day is observed on Monday, July 5 instead of Friday, July 2. Mr. Tortarolo stated that we are legally obligated to observe a holiday on a Monday if the holiday falls on a Sunday.

MSC (Tortarolo/Cuaron) to move to second reading  
MSC (Tortarolo/Kovrig) to approve the 2010-2011 Academic Calendar

**3. Board Policies 3050, 3200, 3250, 3280, 3580, 7175, 7210, 7250, 7310**

John Tortarolo asked if there were questions on any of the policies. Neill Kovrig remarked that in previous policies if something is covered by collective bargaining, it was noted in the policy. He stated that the second sentence of BP 7310 differs from the language in the CCE contract. After discussion it was decided that BP 7310 will be sent back to the Policies and Procedures Task Force for discussion and/or revision. Mr. Kovrig also questioned the reference to Education Code Section 88194, in that it doesn't appear relevant to the policy. John Tortarolo will review the references.

**4. Board Procedures 7126, 7127, 7145, 7175, 7361**

Monika Brannick requested that AP 7361 be pulled. The Faculty Senate would like to address an issue in AP 7361 at the Policies and Procedures Task Force. Neill Kovrig had a question in AP 7126 about when outside agencies would be used to do background checks. John Tortarolo, Berta Cuaron and Wilma Owens gave examples of when an outside agency would do a background check. Mr. Kovrig questioned why the phrase "no exceptions" was deleted from AP 7127; Mr. Tortarolo explained the reasoning behind it. Mr. Kovrig requested that the phrase "intended to be" be added in front of the word "accurate" in the first sentence of AP 7145. Mr. Tortarolo agreed to the addition.

**5. Task Force to Update the Educational & Facilities Master Plan**

Berta Cuaron stated that there is a need to update and revisit our Master Plan, with the primary focus on validating and defining our academic programs for Escondido and Fallbrook. Ms. Cuaron proposed that a task force be convened to work with the District's architect, LPA, to update the Educational and Facilities Master Plan 2022. The task force members will be made up of the Instructional Planning Council members and additional members. The Task Force Governance Structure form was reviewed. The Task Force will meet during the first hour of the IPC meeting. Requests were made to add an additional student and classified member. Ms. Cuaron agreed to do so. Discussion ensued.

**D. INFORMATION/DISCUSSION****3. 2008-2009 AIP Revised**

Michelle Barton reviewed the revised 2008-2009 AIP, focusing on the added planning agendas. A request was made to have the AIP sent to everyone again. Cheryl Ashour will send it electronically.

Brent Gowen requested that a model be put together so people can see how everything fits together and what we want the college to look like; i.e. a mutual understanding of how everything interrelates. Discussion ensued. A model will be developed. Discussion about this issue will also occur during the meetings of the Task Force to Update the Master Plan and when the next Strategic Plan is developed in the Fall.

#### **4. Budget Update**

Ken Jay, Director of Business and Contract Services and Eileen Poole, Contracts Specialist, distributed and discussed which documents are listed as New Business on the Board Agenda and which contracts are listed on the 60 Day Report.

Bonnie Ann Dowd distributed the following budget documents:

- Overview of the Community College Budget for 2009-10 from the Association of California Community College Administrators
- Governor's Budget, Community College Deferral Proposals (January 16, 2009) from the Association of California Community College Administrators
- Palomar College Budget Report, General Fund Combined (2008-2009 adopted budget)
- Palomar College Fund 11 Unrestricted (without Designated) Projections

Dr. Dowd read excerpts from a budget communication from Scott Lay, CEO of the Community College League of California. She discussed what is presently known regarding the State budget and its impact on community colleges. Using this information, she discussed the Palomar College 2008-09 budget and the 2009-10 projected budget.

Because of time constraints the rest of the agenda was suspended. Meeting adjourned at 4:10 p.m.