



STRATEGIC PLANNING COUNCIL AGENDA

Date: November 4, 2014
Starting Time: 2:00 p.m.
Ending Time: 3:45 p.m.
Place: **AA-140**

CHAIR: Deegan

MEMBERS: Barton, Claypool/Davis, Cuaron, Dentoni, Dimmick, Falcone, Gaspar, Gonzales, Holmes, Larson, Laughlin, Lienhart, Moore, Navarro, Perez, San Juan, Sourbeer, Stockert, Talmo, Titus, Tortarolo, Velazquez, Wick

RECORDER: Ashour

	Attachments	Time
A. <u>MINUTES</u>		2 min
1. Approve Minutes of October 21,, 2014		
B. <u>ACTION ITEMS/SECOND READING</u>		15 min
1. Student Success and Equity Council	Exhibit B1	
C. <u>INFORMATION/DISCUSSION</u>		5 min
1. Selection Committee for the Superintendent/ Presidential Search	Exhibit C1	
D. <u>INTEGRATED PLANNING MODEL</u>		5 min
1. SPC Planning Calendar		
E. <u>ACCREDITATION RECOMMENDATIONS AND PROGRESS</u>		5 min
1. Accrediting Commission Actions and Policy Updates		
2. Accreditation Self-Evaluation Update		
F. <u>REPORTS OF PLANNING COUNCILS</u>		10 min
1. Finance & Administrative Services Planning Council – Ron Perez		
2. Human Resource Services Planning Council – John Tortarolo		
3. Instructional Planning Council – Berta Cuaron		
4. Student Services Planning Council – Adrian Gonzales		
G. <u>REPORT FROM PC3H COMMITTEE</u>		5 min
H. <u>OTHER ITEMS</u>		



**STRATEGIC PLANNING COUNCIL
MEETING MINUTES
November 4, 2014**

A regular meeting of the Palomar College Strategic Planning Council scheduled November 4, 2014, was held in AA-140. President Robert Deegan called the meeting to order at 2:00 p.m.

ROLL CALL

Present: Barton, Cuaron, Deegan, Dentoni, Dimmick, Falcone, Gaspar, Gonzales, Holmes, Larson, Laughlin, Lienhart, Moore, Navarro, San Juan, Sourbeer, Stockert, Talmo, Titus, Velazquez
Recorder: Cheryl Ashour
Absent: Claypool, Perez, Tortarolo, Wick
Guests: Joan Decker

A. MINUTES

1. Approve Minutes of October 21, 2014

MSC (Sourbeer/Holmes) to approve the Minutes of October 21, 2014

B. ACTION ITEMS/SECOND READING

1. Student Success and Equity Council (Exhibit B1)

MS (Gonzales/Laughlin) to approve the Student Success and Equity Council as presented. Adrian Gonzales reminded members that there was a recommendation at the last meeting about adding an additional position and suggests that someone should make a motion to add that.

MSC (Holmes/Larson) to amend the motion to add a second classified staff representative on the Student Success and Equity Council

MSC (Gonzales/Laughlin) to approve the Student Success and Equity Council as amended

Mr. Gonzales reminded members that the Student Success and Equity Council replaces the Student Equity and the Matriculation and Transfer Committees; therefore, they will be disbanded. He asked that constituent leaders inform those members serving on these committees. A call for membership for the Council will be sent to constituent leaders.

C. INFORMATION/DISCUSSION

1. Selection Committee for the Superintendent/Presidential Search (Exhibit C1)

Robert Deegan distributed the Superintendent/Presidential Search Committee membership, which was approved at the November Governing Board meeting. A tentative search process timeline and request for proposal (RFP) for consulting services to support the search process was also on the agenda; the Governing Board decided that the Superintendent/Presidential Search Committee will be responsible for these activities; however they will come to the Governing Board for final approval.

Discussion ensued on the timeline constituent groups need to nominate their representatives to the committee; all constituent groups agreed to inform Debra Doefer of the names of their representatives by December 3, in order for the Governing Board to approve the membership at its December meeting. President Deegan reviewed the upcoming committee tasks and Governing Board action that will need to be completed; once the committee convenes, President Deegan will no longer be involved in the process. An interim Superintendent/President will be appointed beginning July 1, 2015.

There was a question on how the outside committee member will be chosen; President Deegan stated that members will be publicly solicited and the Governing Board will make a selection. Discussion ensued on what happens if a committee member can no longer serve; i.e., will the person be replaced? President Deegan stated that the person can be replaced up to the date that the Search Committee begins their work. After that point, the position will remain vacant.

D. INTEGRATED PLANNING MODEL**1. SPC Timeline Check-In**

Michelle Barton stated that several SPPF requests were submitted and are being prioritized; funds will be allocated at the next meeting.

E. ACCREDITATION RECOMMENDATIONS AND PROGRESS**1. Accrediting Commission Actions and Policy Updates**

No report.

2. Accreditation Self-Evaluation Update

No report

F. REPORTS OF PLANNING COUNCILS**1. Finance and Administrative Services Planning Council**

No report.

2. Human Resource Services Planning Council

No report.

3. Instructional Planning Council

Berta Cuaron reported that IPC revised the PRP form and sent it to the Faculty Senate for feedback.

4. Student Services Planning Council

Adrian Gonzales reported that SSPC discussed potentially creating a seat for the Pride Center within SSPC.

G. REPORT FROM PC3H COMMITTEE

Sherry Titus reported that the October 11 Pride at the Beach event was successful; the GSA Awards will be held at the Student Union on December 4; there is a book reading on November 13 in MD-103 at 4:00 p.m.; and the Safe Zone workshops are being continued. Palomar Pride has been moved from November 14 to the spring of 2015. The PC3H committee appreciates the Pride Center expansion and is grateful for the increased space and being potentially included in some level at a Council.

H. ADJOURNMENT

There being no remaining items, the meeting was adjourned at 2:25 p.m.

GOVERNANCE STRUCTURE GROUP REQUEST

Request submitted by: Lynda Halttunen					Date: October 19, 2010		
Proposed Name of Requested Group: Matriculation and Transfer Committee							
	Council	<input checked="" type="checkbox"/>	Committee	<input type="checkbox"/>	Subcommittee	<input type="checkbox"/>	Task Force
Action Requested:		<input type="checkbox"/>	Add	<input type="checkbox"/>	Delete	<input checked="" type="checkbox"/>	Change
Role: The purpose of the Matriculation and Transfer Committee is to review and support the activity of the Matriculation and Transfer programs.							
Products: Matriculation and Transfer Committee members are responsible for articulating the Palomar College Matriculation Plan and the Transfer Center Plan, goals, objectives, budget revisions and accomplishments to the constituencies they represent.							
Reporting Relationship: Student Services Planning Council							
Meeting Schedule: Once per semester, the first, second, third or fourth Thursday of October/November and March/April depending on availability, 2:00 p.m. to 3:30 p.m.							
Chair: Dean, Counseling Services and Transfer Center Director							
Members: <ul style="list-style-type: none"> • Vice President, Instruction • Vice President, Student Services • Non-Credit Matriculation Coordinator • One Faculty representative from Counseling appointed by Faculty Senate • One Faculty representative from ESL appointed by Faculty Senate • One Faculty representative from Math appointed by Faculty Senate • One Faculty representative from English appointed by Faculty Senate • One Faculty representative from Reading appointed by Faculty Senate • Director, EOP&S • Director, Information Services • Director, DRC • Director, Enrollment Services • Director, Institutional Research and Planning • Assessment and School Relations Supervisor • One Instructional Dean • One Classified Unit Employee representative appointed by CCE/AFT • One Student representative appointed by ASG • One representative from a four year institution • One at large Part-Time Faculty Member appointed by Faculty Senate 							

Reviewed by Strategic Planning Council:

12-03-02 Approved

10-19-04 Revised

04-04-06 Revised

10-19-10 Revised

Approved by PAC: 10/2/01

GOVERNANCE STRUCTURE GROUP REQUEST

Request submitted by: Joseph Madrigal					Date: February 17, 2009	
Proposed Name of Requested Group: Student Equity Committee						
	Council	X	Committee		Subcommittee	
Action Requested:			Add		Delete	X
<p>Role: The Student Equity Committee prepares the Student Equity Plan, monitors the District's progress toward meeting its student equity goals, and keeps the District's Student Equity Plan up to date. The Student Equity Committee will coordinate its activities with those of the Planning Councils, Curriculum Committee, Registration Committee, EEO Advisory Committee, Matriculation & Transfer Advisory Committee, and other District committees as necessary.</p> <p>Product: District Student Equity Plan</p>						
Reporting Relationship: Superintendent/President						
Meeting Schedule: As needed						
<p>Chair:</p> <ul style="list-style-type: none"> • Vice President, Student Services Planning Council • Faculty Member <p>Members:</p> <ul style="list-style-type: none"> • Five teaching faculty representatives (one to serve as co-chair) appointed by Faculty Senate • Dean, Counseling Services • One Instructional Dean • Director, EOP&S • Director, DRC • One Counseling faculty representative appointed by Faculty Senate • One Librarian appointed by Faculty Senate • One Classified Unit Employee representative appointed by CCE/AFT • Two Student representatives appointed by ASG • One representative from Research & Planning • One Confidential and Supervisory Team representative appointed by CAST 						

Reviewed by Strategic Planning Council:

10-07-03 Approved

03-03-09 Revised

Approved by PAC: 10/2/01



GOVERNANCE STRUCTURE GROUP REQUEST

Request submitted by: Berta Cuaron, Greg Larson, Adrian Gonzales				Date: 10/21/2014 (Approved by SSPC – 10/8/14)			
Proposed Name of Requested Group: Student Success and Equity Council							
X	Council		Committee		Subcommittee		Task Force
Action Requested:		x	Add		Delete		Change
<p>Role: The Student Success and Equity Council (SSE) will serve as a steering committee that leads the development of the Student Success and Support Program (3SP) and Student Equity Plan for the District.</p> <p>The SSE Council will assist in preparing the 3SP and Student Equity Plan, monitoring the District's progress toward meeting the goals in each plan, and review and update each plan as needed. The SSE Council will coordinate its activities with those of the other Planning Councils, Curriculum Committee, Registration Committee, EEO Advisory Committee, Basic Skills Committee and other District committees as necessary.</p> <p>Products</p> <ul style="list-style-type: none"> Student Equity Plan Student Success and Support Plan 							
Reporting Relationship: Strategic Planning Council							
Meeting Schedule: Second and Fourth of Friday from 9:00 – 11:00 am							
<p>Chairs: Faculty Senate President, Vice President for Instruction, Vice President for Student Services</p> <p>Members: 2 faculty members as appointed by Basic Skills Committee 2 faculty members as appointed by Instructional Planning Council 2 faculty members as appointed by Student Services Planning Council 1 faculty member from Reading Department as appointed by the Faculty Senate 1 faculty member from Math Department as appointed by the Faculty Senate 1 faculty member from English Department as appointed by the Faculty Senate 1 faculty member from ESL Department as appointed by the Faculty Senate 1 faculty member from Disability Resource Center as appointed by the Faculty Senate 2 faculty counselors as appointed by the Faculty Senate 1 faculty member at-large (instruction) as appointed by the Faculty Senate 1 faculty member at-large (student services) as appointed by the Faculty Senate 2 faculty senators as appointed by the Faculty Senate 1 AA representative as appointed by the Administrators Association 1 CAST representative as appointed by the CAST 1 classified staff representative as appointed by CCE 1 Dean - Student Services 2 Deans – Instruction 1 Assessment Supervisor 1 Senior Director of Institutional Planning and Research 1 3SP Coordinator 2 student representatives as appointed by the ASG</p>							

Superintendent/President Search Committee

The Governing Board hereby approves the following Superintendent/President search committee composition:

- Community Members (2) (1 Foundation Member or President's Associate and 1 outside/ community member.) Board selects outside community member. District and Board will solicit and bring recommendations to the Board.
- Faculty Members (7), one of which is the committee co-chair
- Classified Staff Members (4)
- Confidential and Supervisory Team Member (1)
- Assistant Superintendent/Vice President, Instruction committee co-chair
- Administrative Association Members (2)
- Additional Administrator appointed by the Superintendent/President (1)
- Student selected by ASG (1)
- Compliance Officer (non-voting)
- PFF Members (3)
- Adjunct Faculty Members (2)
- Deans (2) (1 Instruction and 1 Student Services)

Total Committee Members: 27

Support Staff/Consultant Liaison Executive Assistant to the Superintendent/President &
Governing Board