

College Planning Council  
Minutes  
December 2, 2015, 3-5 p.m.  
E-112

MEMBERS

APPROVED 2/3/2016

Name	Representing	Present	Absent
1. Willard Lewallen	Administration	X	
2. Carol Kimbrough	Academic Senate	X	
3. Renata Funke	Administration	X	
4. Romero Jalomo	Administration	X	
5. Debra Kaczmar	Administration	X	
6. Lori Kildal	Administration	X	
7. Brian Lofman	Administration	X	
8. Esmeralda Montenegro	Administration	X	
9. Marty Parsons	Administration	X	
10. Gilbert Ramos	Associated Students	X	
11. Ali Saleh	Associated Students	X	
12. Delia Edeza	CSEA		X
13. Belen Gonzales	CSEA		X
14. Laura Zavala	CSEA	X	
15. Tony Anderson	HCFA	X	
16. Liz Estrella	Faculty	X	
17. Jason Hough	Faculty	X	
18. Chris Moss	Faculty		X
19. Sam Pacheco	Faculty	X	
20. Nancy Schur-Beymer	Faculty		X
21. Salina Lopez	Faculty	X	
22. Ismael Ramirez	L-39		X

Others

Name	Title or Representing
Antonio Alarcon	Director of Student Academic Support
Kathy Mendelsohn	Dean of Academic Affairs
Ann Wright	Faculty
Mark Sanchez	Dean of Student Affairs

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## CALL MEETING TO ORDER

Carol Kimbrough/  
Willard Lewallen

The meeting called to order at 3:08 p.m. There was consensus to reorder the agenda to accommodate the later arrival of Dr. Romero Jalomo, Vice President of Student Affairs so that he could be present to address BP/AP 5130, Financial Aid.

## ACTION ITEMS

1. Consideration of Approval of Minutes from November 18, 2015 meeting Carol Kimbrough  
Motion (Anderson), Second (Ramos) and carried, the CPC moved to approve the minutes of November 18, 2015.

2. Board Policies and Administrative Procedures Willard Lewallen  
First Reading

BP/AP 4101, Independent Study (Kildal)

Dr. Kildal stated that BP 4101, Independent Study, began to move through the process last year and the Academic Affairs Council approved to move forward and the Student Affairs Council recommended revisions, so the documents were further reviewed. At the beginning of this academic year, both the Academic and Student Affairs revised the BP/AP and Dr. Kildal summarized those revisions. Carol Kimbrough passed around a hard copy of the independent study contract. Dr. Kildal noted that this instructional modality is intended for extenuating circumstances. There was some discussion that ensued and both will return to the CPC in February for consideration of approval.

BP/AP 5130, Financial Aid (Jalomo)

Dr. Jalomo reported that BP/AP 5130 went through employee groups and lower level governance councils and each recommended moving forward. He pointed out that the procedure accurately describes the process used by the institution as required by the federal government. The discussion moved to student loan default rates and Dr. Jalomo commended Mary Dominguez, Dean of Student Affairs, and her team for working to lower the default rate. While the college no longer issues loans, it remains responsible to collect the funds; not doing would affect federal funding. It was suggested by Gilbert Ramos that the college consider notifying students by regular and electronic mail.

Second Reading - None

Courtesy Review - None

3. Consideration of Approval of Student Equity Plan Kathy Mendelsohn  
Motion (Kildal), Second (Lopez) and carried to approve the Student Equity Plan.  
Abstentions: Liz Estrella, Laura Zavala, Tony Anderson

Prior to the vote, Kathy Mendelsohn, Dean of Academic Affairs, and Antonio Alarcon, Director of Student Academic Support, presented the Student Equity Plan in its final form. They primarily focused on the activities and budget; the plan's template was presented to the CPC on November 18, 2015. They stated that the plan has been presented to many college councils/committees, including the Academic Senate. Carol Kimbrough asked about the

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### 3. 16-Week Semester Calendar Update

Ann Wright

Dr. Ann Wright delivered a presentation on the feasibility of moving forward with a 16-week calendar. The proposed calendar was negotiated last academic year and voted down by the faculty association because many did not understand how the calendar would work and felt it was premature. A taskforce was formed and worked with the existing course schedule to determine if a similar schedule could fit into 16 weeks. Ann stated the taskforce identified the most used classrooms and science laboratories to make this determination. She noted the biggest change is the traditional MWF, 3 unit courses would go away and course offerings would extend to Saturdays. There was discussion about the benefits to students such as more instructional time and having a calendar similar to other colleges and universities. Overall, the taskforce believes the 16-week calendar is doable; however, Ann stated that further research, planning, and campus wide discussion is needed before moving forward. If the college were to move forward, the earliest date of implementation is 2018-19.

### ITEMS/BRIEF ANNOUNCEMENTS

There were none.

### NEXT MEETING(S)

February 3, 2016

### ADJOURNMENT

The meeting adjourned at 5:05 p.m.

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