

PORTERVILLE COLLEGE
COLLEGE LEARNING COUNCIL

3:00 PM – 5:00 PM • Monday, September 17, 2012 • AC-107

Co-Chairs: Steve Schultz, Susan Lala, Tiffany Haynes

MINUTES

Present:

Lorie Barker, Kim Behrens, Karen Boriack, Craig Britton, Michael Carley, Rosa Carlson, Erin Cruz, Bret Davis, Antonia Ecung, James Entz, Richard Goode, Tiffany Haynes, Bill Henry, Susan Lala, Eric Mendoza, Andrew Messchaert, Maria Roman, Steve Schultz, Jose Serrano, Rickelle Syrdahl, Miles Vega, Ann Marie Wagstaff, Joel Wiens and John Word

Absent:

Genevie Bunch, Chris Craig, Terry Crewse, Baldomero Garcia, Virginia Gurrola, Resa Hess, Christopher Piersol, Leif Syrdahl and Arlitha Williams-Harmon

Guest:

Patty Serrato

I. Call to Order

The meeting was called to order by Susan Lala at 3:02pm.

II. Adoption of Agenda

Motion was made to approve the agenda with corrections.

Motioned: Miles Vega

Seconded: Richard Goode

Ayes: 20 Nays: 0 Abstentions: 0

Motion: Carried

III. Approval of Minutes

Motion was made to approve the minutes from:

August 28, 2012

Motioned: Richard Goode

Seconded: Lorie Barker

Ayes: 22 Nays: 0 Abstentions: 0

Motion: Carried

IV. Information/Announcement Items

A. Early Alert (1) –Patty Serrato

The Early Alert welcome night is Wednesday, September, 19, 2012, noon – 2:00pm. The committee was reminded of the services offered by the Early Alert Program and encouraged to refer struggling students.

Early Alert handouts were provided

B. C6 Grant (1) –Kim Behrens

The Central California Community Colleges Committed to Change (C6) Grant is a \$20 million collaborative grant in which Porterville College was awarded \$1.5 million on October 1, 2011. Mrs. Behrens explained the grants 8 guiding principles, what PC already has in place and the changes that will take place in the existing Health Career/CTE Programs. *Discussion ensued.*

Handout was provided.

C. Program Review Schedule (1) – Michael Carley

Porterville College is in the second cycle of the program reviews. A few changes have taken place; the Library, the Learning Center and the Child Care Centers were relocated under the Office of Student Services. Seven programs are up for review this academic year. Mr. Carley reminded the committee that if a program review is submitted late the cycle doesn't reboot. *Discussion ensued.*

Handout was provided.

D. Institutional Research Reorganization (1) – Michael Carley

Discussion occurred in the Chancellors cabinet over the last several months to move all Colleges' institutional researchers to the District office. In an effort to save money, the institutional researches will be split between the District and their respective college. *Discussion ensued.*

E. Security Concerns in the Afternoon (1) – Lorie Barker

There was an incident on campus one afternoon and security was unreachable. Mrs. Barker requested a contact person when security cannot be reached. Mr. Henry informed the committee to contact his office if security is unreachable. *Discussion ensued.*

V. Discussion/Action Items

A. Educational Master Plan (2) – Rosa Carlson / Bill Henry

The Educational Master Plan draft is completed and will be posted to the web for CLC's review. This document is a living document that will be updated regularly. *Discussion ensued.*

This item will be up for vote at the next meeting.

B. Budget Planning Calendar (2) – Ann Marie Wagstaff

A change has been made to the budget calendar and is now easier to read.

Motion: “to adopt the budget planning calendar as presented.”

Motioned: Jim Entz

Seconded: Lorie Barker

Ayes: 23 Nays: Abstentions: 0

Motion: Carried

Calendar was provided.

C. Library Program Review (2) – Lorie Barker

The Library Program Review has made the recommended changes from CLC and is requesting approval.

Motion: “to approve the Library’s Program Review.”

Motioned: Miles Vega

Seconded: Bill Henry

Ayes: 23 Nays: Abstentions: 0

Motion: Carried

Program Review, Assessment report and summary were provided.

D. Campus Council (1) – Steve Schultz

Revisions were made to the language under functions, objective, specific tasks, meetings, agenda and membership. Mr. Carley suggested renaming the “Campus Council” to a more descriptive name. Mr. Schultz will change “Campus Council” to “Hearing Panel”.

The Campus Council charge was provided for review and will be brought back for a vote at the next meeting.

E. Scholarship & Awards (1)

The language was revised under objective, specific tasks, quorum, agenda and membership.

The Scholarship & Awards charge was provided for review and will be brought back for a vote at the next meeting.

F. Budget Sub-committee (1)

The language within the Budget sub-committee charge was cleaned up and the meeting date was changed.

The Budget charge was provided for review and will be brought back for a vote at the next meeting.

VI. Subcommittee Reports

A. Accreditation

The Accreditation co-chair, Michael Claire, President of College of San Mateo, and his assistant, Jennifer Hughes, Vice President of Student Services at College of San Mateo, met with several administrators on Monday, September 10, 2012 to work out the logistics of the team visit.

The steering committee will meet tomorrow, 9/18/12 to discuss site visit logistics.

B. Budget

During the Accreditation visit the Budget committee is scheduled to meet on 10/23/12 at 10am in L-405.

C. Strategic Planning

The Committee developed a report to track the establishment of the Strategic Plan goals and objectives.

D. Enrollment Management

The Enrollment Committee reviewed FTES data during last week's meeting.

E. Grant Oversight/Grant Progress Reports

F. Facility Planning Advisory

G. Information Technology

The committee is working on the new IT Plan. A complete redesign of the web page is underway and completion is planned for the spring.

H. Title IX

VII. Other Reports

A. President

The Chancellor, Sandra Serrano, will be on campus Monday, September 24, 2012.

B. Academic Senate

Mr. Wiens reported on the Board meeting he attended in September.

C. Curriculum

The curriculum committee will be discussing unit/credit value of courses and prerequisites of courses versus State wide averages.

D. Basic Skills

Basic Skills is updating their committee charge.

E. Student Learning Outcomes

The SLO committee assessed the first Institutional SLO (GESLO) during the last meeting.

F. CCA

CCA is still in negotiations with the District regarding out of pocket expenses.

G. CSEA

H. ASPC

I. Other

VIII. Future Agenda Items

IX. Adjournment

Meeting was adjourned at 4:32p.m. by Susan Lala.