

PORTERVILLE COLLEGE
COLLEGE LEARNING COUNCIL

3:00 PM – 5:00 PM • Monday, October 7, 2013 • AC-107

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

MINUTES

Present:

Lorie Barker, La Tisha Carballo, Katherine Carlson, Chris Craig, James Entz, Richard Goode, Lupe Guillen, Jay Hargis, Tiffany Haynes, Steve Schultz, Rickelle Syrdahl, Joel Wiens and John Word

Absent:

Kim Behrens, Craig Britton, Vern Butler, Michael Carley, Rosa Carlson, David Chamberlain, Terry Crewse, Erin Cruz, Bret Davis, Val Garcia, Bill Henry, Resa Hess, Susan Lala, Eric Mendoza, Christopher (Buzz) Piersol, Maria Roman, Miles Vega, Ann Marie Wagstaff and Arlitha Williams-Harmon

I. Call to Order

The meeting was called to order by Mrs. Haynes at 3:00pm.

II. Adoption of Agenda

Motion was made to approve the agenda.

Motioned: Richard Goode

Seconded: Jay Hargis

Ayes: 12 Nays: 0 Abstentions: 0

Motion: Carried

III. Approval of Minutes

Motion was made to approve the minutes from:

September 16, 2013

Motioned: Katherine Carlson

Seconded: La Tisha Carballo

Ayes: 12 Nays: 0 Abstentions: 0

Motion: Carried

IV. Information/Announcement Items

A. End of the Year Committee Reports (Quick Review)

Tabled to the October 21, 2013 meeting.

B. DRAW Program (1) – Steve Schultz

The DRAW program is a grant that provides campus students mental health counseling. Student services and the DRC want to have a therapist available on campus 1day a week to address any mental health issues for students. The therapist

will be provided through the grant, which extends to the end of the semester, at no cost to PC and will have an office in the counseling center. The district created an MOU which the Tulare County DRAW program is currently reviewing. Once the MOU is approved, this will be brought back to CLC.

V. Discussion/Action Items

VI. Sub-committee Reports

A. Budget Sub-committee

The Budget sub-committee created an orientation packet for new members. This packet has blossomed into a budget handbook that the sub-committee is currently developing. Once completed, the handbook will be available on the Institutional Researcher webpage for anyone interested in better understanding the budget process.

Budget worksheets will be sent to all budget managers this week, and the new deadline will be October 31, 2013.

B. Strategic Planning Sub-committee

During strategic planning's last meeting, the sub-committee discussed being folded into the Student Academic & Supports Services/Strategic Planning Sub-committee. The sub-committee is preparing to update the strategic plan, and reviewing program reviews.

C. Enrollment Management Sub-committee

D. Grant Oversight/Grant Progress Reports Sub-committee

E. Facility Planning Advisory Sub-committee

Friday the campus will be having the fire sprinklers inspected and carpet being laid on the risers in CT-1301.

F. Information Technology Sub-committee

The Information Technology sub-committee is continuing their work on the IT Plan which is scheduled to be finished by the end of the year. Also discussed was requiring new faculty attend IT training during orientation. Once a proposal is created the sub-committee will bring it to CLC.

G. Title IX Advisory Sub-committee

H. Marketing & Outreach Sub-committee

VII. Other Reports

A. President

B. Accreditation

The follow up visit is October 28 & 29, 2013. The team will be arriving on campus at 9:00am. The KCCD Board will approve the report during their meeting on October 10th after which the report will be mailed to ACCJC and the three team members. During the Spring of 2014 PC will begin working on the Mid-Term report.

- **Calendar Review**

C. Academic Senate

- **Curriculum**
- **Basic Skills**

- **Student Learning Outcomes**
- **Distance Education**

D. CCA

E. CSEA

F. ASPC

Student leaders volunteered over the weekend at the Relay to Life event. ASPC is preparing for Pirate Madness, October 24th, and requests faculty and staff judges for the chili cook off. In addition, ASPC is making plans for Homecoming which will be November 4–8, 2013. More information will be brought on Homecoming, but, ASPC is looking for judges.

G. Other

VIII. Future Agenda Items

A. Program Review Forms Changes (2) – Michael Carley

B. Mission Statement (3) – Co-chairs (Fall 2013)

C. CLC Membership & Committee Outline (1) – Co-chairs (review/update specific task, etc.)

IX. Adjournment

Meeting was adjourned at 3:17p.m. by Mrs. Haynes.