

sitting in the hallways waiting for their parents. Denise said the only animals that are allowed to be in class are service animals: dogs and/or ponies are the only service animals allowed by law.

Melody will change Items #6 and #9 to Kelly Ramos from Wayne Organ. She will add #10 as the Planning Committee Update with Wayne addressing that item. Mariles would like to add a first read of the Annual Unit Plan Budget Augmentation Process with Donna and Wayne addressing this item in her absence at the College Council Meeting. Melody will also add the Revised Box 2A process with Denise addressing this item. Denise asked that draft documents be attached with the agenda when it is sent electronically.

1. Call to Order

CONSENT AGENDA – ACTION ITEMS

- 2. Approval of Agenda**
- 3. Approval of Minutes from November 8, 2012**
- 4. Facilities Items – Bruce King**

ACTION ITEMS REMOVED FROM CONSENT AGENDA

NONCONSENT AGENDA – ACTION ITEMS

- 5. Proposal for Policy on Children or Animals in the Classroom – Denise Noldon – 10 minutes**
- 6. Student Success Summit Committee – Vision, Mission and Goals Statements – Kelly Ramos– 10 minutes**
- 7. SLO Coordinating Committee as sub-committee of College Council – Donna Floyd – 10 minutes**
- 8. Annual Unit Plan Budget Augmentation Process – Wayne Organ and Donna Floyd – 10 minutes**
- 9. Revised Box 2A Process – Denise Noldon – 10 minutes**

INFORMATION/DISCUSSION

- 10. Progress Reports from Accreditation Committees – Donna Floyd – 5 minutes**
- 11. Student Success Summit Committee Update – Kelly Ramos – 5 minutes**
- 12. Planning Committee Update – Wayne Organ – 5 minutes**
- 13. Campus Construction Updates – Donna Floyd - 10 minutes**
- 14. Reports from Constituency Groups – 2 minutes each - 10 minutes**
- 15. Announcements – 5 minutes**
- 16. Next Meeting – February 14, 2013**
- 17. Adjournment**

3. **Budget Update** – Mariles said because of Prop 30 passing, our allocation is a little bit higher. We also have been notified of an approximate \$900,000 million available in restoration budget to our district and CCC’s share is approximately \$400,000. This translates to 5,619 FTES this year. Donna and Shondra are busy adding classes to meet our target. The bottom line is that we remain status quo with our budget and we should not increase our expenses substantially. Part of the incoming revenue will be used to pay for the added classes to meet our new FTES goal. Denise said there are recent increases in our expenses, namely our legal costs have increased due to personnel issues. Denise said everyone needs to be aware of our guidelines and procedures and be consistent in following them all of the time. Everyone has a role to play to ensure we are operating efficiently. Mariles said the district has to pay the county for placing Measure A on the ballot. Denise said we are going to revise the 2013-2014 budget process for operational expenses so we are able to identify and allocate funds on the front end. Wayne asked if Perkins Grants are a separate funding. Mariles said yes, those are separate. Wayne asked if we could collaborate the Perkins process with the Budget Committee so those augmentations are accessed the same as the regular budget. Denise said that the Budget Committee will recommend other kinds of funding if applicable to those applications as they arise.

4. **Accreditation** – Donna said President’s Cabinet is responsible for Standard IVA. Denise is our chair for that particular standard. Donna encouraged the President’s Cabinet to review the Accreditation 2008 report in the Portal, listed under Accreditation 2014. What was our decision-making process in 2008? We can start from that point and look to see if some of those items are still in place. Donna is not sure how we want to divide up the writing for this effort. Denise thanked Donna in bringing this to our attention. Denise said we need to look at the recommendations given to us last time. Denise will take responsibility for drafting this part of the document it but would like President’s Cabinet to review it. Denise said if we see something we don’t have evidence for, we want to formulate where the process came from and where we are going with it. Denise said we want to have a model in place so the accreditation team can see where we are going in our decision making process. The Accreditation item will be led by Denise on the President’s Cabinet agenda for the December meeting. Wayne said everything is under Accreditation 2014 on the portal.

5. Final Recommendations for Spring 2012 Program Reviews –

Wayne – English

Wayne said there are four of the seven recommendations that came out of the 2008 English Program Review that were not addressed in the current self-study but Wayne would said he would like the opportunity to search back through the Annual Unit Plans to see if the four recommendations were addressed in any of the unit plans. Wayne will revise his final recommendations and send them to Melody. Wayne gave a thorough and comprehensive review of the English Department Final Recommendations listing where he derived his commendations and recommendations from throughout the self-study and validation.

Wayne would like to see all departments list their research facts and statistics instead of just stating that “research shows” through-out their self-studies.

There was discussion about the program review process. Mariles mentioned that the VP and Academic Senate President used to give program review trainings a couple of times during the semester for anyone who was scheduled to go through program review. After some more discussion, President’s Cabinet decided they should also review the Annual Unit Plans which will help respond to the 2008 accreditation recommendation that we tie our planning process with our allocation of resources.

Wayne suggested we add to the program review process that all validation committees’ recommendations and commendations tie to the college strategic directions and/or college mission statement. Mariles suggested that perhaps a link connecting the college strategic directions and/or college mission statement be added to the action plan in the self-study so the onus is on the department and not the validation team. Wayne will incorporate that suggestion in the revised template of the program review self-study form.

Mariles gave her recommendations and commendations for ESL.

The next President’s Cabinet meeting will be on November 30th in order to complete the final recommendations from the Spring 2012 program reviews.

Meeting adjourned at 11:15 a.m.

Respectfully submitted,

Melody Hanson
Senior Executive Assistant to the President