



## **College Planning Council**

### **Minutes for Friday, December 11, 2020**

10:00 am – 12:00 pm

#### **Meeting Participants**

##### **Committee Members Present**

Joel Kinnamon, Kim Dozier, Laurilie Jackson, Pablo Romero, Elena Cruz Santoyo, Angel Meraz, Donna Greene, Juan Moreno Ibarra, Michael McJilton, Carl Farmer, Linda Emerson, Oceana Collins, David Bashore, Arianne Schulz, Keith Prouty, Michael Gayle, Ireland Olson, Larissa Chavez-Chaidez, Catherine Abbott, Mary Lou Marrujo, Douglas Benoit, Oscar Espinoza-Parra, Jessica Enders, Sheri Willis, John Ramont, Mark Zacovic, Jeff Baker, Annebelle Nery, Pam Hunter, Daniel Martinez, Ed Reed, Carlos Maldonado, Katie Chartier

##### **Committee Members Not Present**

Joel Kinnamon

##### **Guest(s)**

Scott Adkins, John White, Robert Holmes, Sai Vang, Brandon Toepfer, Altman

##### **Recorder**

Kayci Lydeen

#### **Meeting Minutes**

##### **1. Call to Order/Roll Call**

- 10:00am

##### **2. Action Items**

###### **2.1 Approval of Agenda**

- Approved as presented.

## **2.2 Approval of October 23, 2020 Minutes**

### **2.2 Conclusion**

- October 23, 2020 minutes approved as presented.

## **2.3 Administrative Procedure 7130 Compensations – 2<sup>nd</sup> reading**

- Sheri Willis moved to approved.
- No changes or feedback received between first and second reading

### **2.3 Conclusion**

- Motion carried.

## **2.4 Administrative Procedure 7150 Evaluation– 2<sup>nd</sup> Reading**

- Sheri Willis moved to approve, seconded.
- No changes or feedback received between first and second reading.

### **2.4 Conclusion**

- Motion carried.

## **2.5 Administrative Procedure 7216 Grievance Procedures for Contract Decisions– 2<sup>nd</sup> Reading**

- Sheri Willis moved to approve, seconded.
- No changes or feedback received between first and second reading.

### **2.5 Conclusion**

- Motion carried.

## **2.6 Administrative Procedure 7231 Seniority – 2<sup>nd</sup> reading**

- Sheri Willis moved to approve, seconded.
- No changes or feedback received between first and second reading.

### **2.6 Conclusion**

- Motion carried.

## **2.7 Administrative Procedure 7235 Probationary Period Classified Employees – 2<sup>nd</sup> reading**

- Sheri Willis moved to approve, seconded.
- No changes or feedback received between first and second reading.

### **2.7 Conclusion**

- Motion carried.

## **2.8 Deletion of Administrative Procedure 7240 Confidential Employees – 2<sup>nd</sup> reading**

- Sheri Willis moved to approve, seconded.
- Deletion of Administrative Procedure 7240 as the language is a repeat of Board Policy 7240.
- No changes or feedback between first and second reading.

### **2.8 Conclusion**

- Motion carried

## **2.9 Deletion of Administrative Procedure 7310 Nepotism – 2<sup>nd</sup> reading**

- Sheri Willis moved to approve, seconded.
- Deletion of Administrative Procedure 7312 Nepotism as the language is a repeat of Board Policy 7310.
- No changes or feedback between first and second reading.

### **2.9 Conclusion**

- Motion carried.

## **2.10 Administrative Procedure 4235 Credit for Prior Learning – 2<sup>nd</sup> reading**

- Sheri Willis moved to approve, seconded.
- No changes or feedback received between first and second reading.

- Language in red is required by the Community College League of California and language in blue is from the District (DCCD).

### **2.10 Conclusion**

- Motion carried.

### **2.11 Deactivate Dual Enrollment Work Group**

- Sheri Willis moved to approve, seconded.
- Dual enrollment work group met last year until they created the working recommendations. Recommendations went through multiple readings at CPC and Academic Senate. A team is implementing the recommendations. This workgroup can be deactivated.

### **2.11 Conclusion**

- Motion carried.

### **2.12 Deactivate Noncredit Work Group**

- Sheri Willis moved to approve, seconded.
- A Noncredit work group met biweekly last year, recommendations were presented to the departments, CPC and Academic senate. A team is now implementing the recommendations.

### **2.12 Conclusion**

- Motion carried.

### **2.13 Administrative Procedure 3540 Sexual and Other Assaults on Campus – 1<sup>st</sup> reading**

- Sheri Willis moved to approve, seconded.
- This is a new Administrative Procedure formed from new Title IX regulations. This procedure is fairly extensive that gives direction on how to handle all the types of situations on our campus.

- Dr. Zacovic to take recommendation to expand training on mandated reporting back to Human Resources to see if they can expand on who a mandated reporter is and/or expand in onboarding training.
- At 2<sup>nd</sup> reading, Dr. Zacovic to bring forward as informational all other Administrative Procedures/Board Policies reference in AP 3540.

### **2.13 Conclusion**

- Motion carried.

## **3. Information/Discussion Items**

### **3.1 Bookstore Advisory Committee Update**

- The Bookstore advisory committee has formed a workgroup for the book access program. The Textbook adoption program workgroup has brought forward recommendations to address the inefficiency in our current textbook process and communicate deadlines campus wide. This process will unify process of textbook adoptions campus wide.

### **3.2 Safety Committee Update**

- Return to Campus Plan
  - Dr. Nery and Brandon Toepfer reviewed the Campus plan
- Five Programs for Hybrid Offering in Spring 2021
  - Dr. Nery reviewed the five programs for Hybrid offering in Spring 2021
- Nursing Simulation Center Return Plan
  - Dr. Nery reviewed the Nursing simulation center return plan.

### **3.3 Faculty Prioritization Results**

- Dr. Nery reviewed the faculty prioritization results.

### **3.4 Institutional Plan Coordination Committee Update**

- This committee reviewed the data in student who were gainfully employed in their study, the committee has made a recommendation

to start a COD Internship program. The idea is that if you have received a certificate, associates or transferred and still not working in your field of study, then COD would provide an opportunity for an internship. A workgroup will be formed and decide on the internship guidelines.

### **3.5 Outreach and Training Subcommittee Update**

- Thanked the CPC participants for the survey feedback, offering two Spring Flex training sessions. One will be an introduction in the College Planning Council and the other will be on Roberts Rules.
- This committee is available to help with trainings.

### **3.6 Board Policy 3540 Sexual and Other Assaults on Campus**

- This Board Policy correlates with Administrative Procedure 3540. Language in red is from the Community College League of California and blue is from the district (DCCD).

## **4. Adjournment**

- 10:52am.