

San Jose City College
Planning Council
Location: GE-118
9:00-11:00 a.m. Minutes
April 5, 2013

Members Present:

MSC	FACULTY	CLASSIFIED	STUDENT
Greg Nelson Dr. Elaine Burns	AS- Padma Manian AS-Charles Heimler AS-Alex Lopez	CSEA- Bruce Geer CSEA-Heidi Hoffman CSEA-Laura Garcia CSEA-Sue Hager	Larry Harris Andrew Phelps

- **Absent Members:** Tammeil Gilkerson, Charles Heimler, Alex Lopez, Eugene Heck, Michael Casas, Chuck Stevens, Jeff Guertin
- **Proxies:** Novella Simonson for C.Heimler, Clem Lundie for A. Lopez
- **Minutes:** Deana Herrera & Sue Hager
- **Guests:** Joe Andrade, Dr. Tamela Hawley

Documents received:

- ✓ Strategic Planning Cycle
- ✓ 2013 San Jose Evergreen Community College District Strategic Goals 2013-2079, Research and Institutional Effectiveness Report 2013-04

Call to Order:

- Meeting called to order by Dr. Elaine Burns, serving as CPC Chair in place of Tammeil Gilkerson.

1. Welcome and Introductions:

- Novella Simonson Proxy for Charles Heimler
- Clem Lundie Proxy for Alex Lopez

2. Adoption of the Agenda:

- Heidi Motion to approve agenda
2nd by Clem Lundie
Motion Approved

3. Approval of March 15, 2013 CPC Minutes/Suggestions:

- Heidi motion to approve minutes with correction of changing "TOC" to "TCO"
2nd by Bruce Geer
Motion Approved

4. Public Comments:

None

5. CPC Public Comments:

- Sue Hager would like the committee to start the meeting on time

6. Action Items:

None

7. Information Items:

- **District Strategic Plan:** Dr. Tamela Hawley-The District is starting to move forward with plans for future. Goals have been established to help the district move forward with a five year plan. SJCC was a “pioneer” to help the district get in gear with Strategic Planning. Five Strategic Goals (hand out) Student Success, Total Work Environment, Workforce & Economic Development, Organizational Effectiveness and Sustainability, and Technology. We want to hear the voice/input from students, classified staff, and faculty.

Andrew Phelps- his input was not listened to at Strategic Planning Council

Novella Simonson- Who best knows the needs of the students? Does the district know students best?

Tamela- This process will help discussions to start from the bottom back up to the leadership.

Laura Garcia- Goals look general enough to allow for flexibility.

- **Adjunct Faculty Center: Facilities Committee Recommendation:** Dr. Leandra Martin-ECE has been meeting in the old Child Development Center portables. ECE does a lot of activities in class and it has been known that ECE needs to be moved on to the main campus. They need to have water and storage space available. METAS was recently moved to the Multidisciplinary Building and freed up space in L114. Informational meetings have been held, and suggestions to move the Adjunct Faculty Center to L114 and move ECE to GE-119. Tammeil had a meeting with Adjunct Faculty and handed out a survey. The feedback/results:

1. Concern: Needs in/out access, back door can be changed to allow access.

2. 39 responses, 64% teach in GE/B building, 74% use GE-119 with access to computer printer, copier, and meeting space for students

Facilities Committee recommends moving Adjunct Faculty Center to L114 and move ECE to GE-119. Proposal now at CPC level.

- **Total Cost of Ownership-** Padma handed out a few pages from the Total Cost of Information Calculator Summary. Page three consists of five years for the entire college. Replacement value and fair market value equal 540 million present values. Energy cost and payroll total \$543 million operation cost. District budget is 29 million. The district does not have enough money to pay for the buildings as shown in TCO (540 million operating cost)
 - Issue #1: Not enough budget to cover TCO
 - Issue #2: No Calculations for new building

Several of the members had additional questions pertaining to the document. Clem explained that the document was most likely much more detailed but they had to omit some of the information in order to make the document readable. Heidi suggests moving this item to the next meeting and inviting Greg and a Gilbane representative to come and discuss the document in detail.

Greg entered the meeting late and was open to answering questions. He addresses Padma’s concern about budget indicating that the operating budget (29 million) is only to cover energy, power, payroll, etc. TCO is what it costs to own the building and there is no requirement to show that we have the exact dollar on our books. He also addressed her concern about the calculations for the new building stating that it is not feasible to include at this point because price changes are so great that the estimates are not accurate. Padma asked about depreciated value of the buildings and Greg explained that depreciation value is assets in district budget, so it is accounted for, but

not in TCO.

Further discussion ensues. Heidi recommends presenting this item in the facilities committee, as it is a better venue for this discussion, and requests to move on from this item. Leandra also suggests that this discussion should be taken to the facilities committee. Clem Lundie asked Padma if she was finished with her presentation and she responded yes. No further discussion on this item so no need for a motion.

8. Participatory Governance Reports:

- **Campus Technology Committee:** No report
- **Diversity Advisory Committee:** Meets next Monday, more info at CPC supported Fragrance of Freedom
- **Facilities Committee:** Topics re: Bond-no
- **Finance Committee:** Budget hearings today- sub meeting to make recommendations forwarded to CPC- done before graduations
- **Instructional Policies and Curriculum Committee:** Caught up with courses in queue, working on CID/TMC
- **Student Success Committee:** PDD is focused on Student Success, seeking more input from campus for strategies to inform recommendations
- **Safety Committee:** Scheduled meeting, but no one showing up. Next meeting is Wednesday, April 10, 2013 10:00-11:00 am in SC-204

9. Other:

- **ASB Reports:**
- Constitution going to Board moving to Student Senate
Student Senate President at other colleges serves as Student Trustee

10. Announcements:

- On Course training workshop today supporting tutoring/PLTL/etc.
- Mental Health Client Association and the AS Veterans presentation-Veteran Women "When Women Come Marching Home"
- There are three retirements in Business & Workforce Development
 - ❖ Dan McElroy
 - ❖ Sharon Youngblood
 - ❖ Patricia Wilson
- VSA- Dance/Fashion Show tonight "Traces of Vietnam"
- Campus Forums-Bond Presentations Q&A Monday, April 8, 2013 10-11 am in the Theater and in 2:30-3:30 pm in T-415

Meeting Adjournment:

Motion to adjourn meeting at 10:45 a.m.