

San Jose City College
Planning Council
Location: SC-104
9:00-11:00 a.m. Minutes
March 15, 2013

Members Present:

MSC	FACULTY	CLASSIFIED	STUDENT
Greg Nelson	AS-Charles Heimler AS- Padma Manian	CSEA- Bruce Geer CSEA-Heidi Hoffman CSEA-Laura Garcia	Larry Harris Andrew Phelps

- **Absent Members:** Tammeil Gilkerson, Dr. Leandra Martin, Dr. Elaine Burns, Dr. Romero Jalomo, Sue Hager, Eugene Heck, Mike Casas, Chuck Stevens, Jeff Guertin
- **Proxies:** Keiko Kimura, Takeo Kubo, Bunnie Rose, Deanna Herrera
- **Minutes:** Maria Avalos

Documents received:

Student Health Fee Memo
Health Services Memo, March 7, 2013

Call to Order:

- Meeting called to order by Greg Nelson, serving as CPC Chair in place of Tammeil Gilkerson.
1. **Welcome and Introductions:**
 - Faculty member Padma Manian is newly appointed CPC member
 2. **Adoption of the Agenda:**
 - Motion to approve minutes Takeo Kubo
2nd by Bruce Geer
All in favor-Unanimous
 3. **Approval of March 1, 2013 CPC Minutes/Suggestions:**
 - Motion to approve minutes Larry Harris
2nd by Heidi Hoffman
Approved
Motion passed
Discussion: Charles Heimler move to amend agenda to add TCO as an information item for discussion. 2nd by Larry Harris
Charles Heimler requested a roll call vote for clarification of votes
Greg requests that the names and votes of the roll call not be used in any negative manner outside this committee
Motion Failed
Motion to approve minutes of March 1, 2013 Larry Harris
2nd by Heidi Hoffman
Approved

4. Public Comments:

- Larry Harris- Suggest that The Total Cost of Ownership be on the next CPC agenda.

5. CPC Public Comments:

- Charles- Board Trustee voted to approve the Media Arts Center and he is trying to find out what the Media Art Center is, it is not in the Facilities Master Plan. There is a Performing Arts Center but there is no record in our planning documents called the Media Arts Center. He is hoping that someone can tell him what the Media Arts Center is and the Program Review of the Media Arts Center.
There are real concerns with the TCO documents with the numbers and errors in the calculations and the procedure for the TCO numbers do not include WSCH, weekly student contact hours, and we build buildings to generate the WSCH. Without this information factored into the calculations we have faulty documents and a faulty TCO process.
- Padma- the 24 pages in the TCO are all the same. Building 100 present values is 11 million and 35% of that which is the current value close to 4 million and there is no property tax or mortgage paid on any buildings if this is so it has to be itemized. The cost of ownership for each building is just the energy, water usage, maintenance, etc. which will not come to 21 million dollars. In addition there is a mysterious number 5.5 million dollars for contracts for 2013 which is not explained.

6. Action Items:

- **Student Success Definition:** Takeo Kubo- The Student Success committee developed a different student success definition from what the district's definition is.
Motion to approve Charles Heimler
2nd Larry Harris
Motion Approved
Discussion: Andrew Phelps- This is the soul of the college to do right by the people and to make a success and meets the clear feelings of the faculty and the students and the community.
Charles- Is part of the Board of Trustees sub-committee and they have been working for over a year defining student success for the district and the colleges and create their own from the state. The states definition imposes a 100 unit cap on students, which means students are allowed to be here for three years and then we have to kick them out. The chancellor and committee have taken initiative on this. Charles does not agree that the SJCC Student Success committee should take on a definition that is very different than the districts definition that will be taken to the board of trustees which may create a conflict. Charles would like to table this definition and then the Student Success committee can align its definition more with the district board policy.
Larry- The definition is clean and concise and does not see this as a conflict of what the district is trying to do.
Takeo- SJCC's definition is much different in the sense that it is much shorter than what the board and sub-group presented. A lot of the verbiage was taken from their definition.
Motion Approved
- **Health Services \$1.00 Increase**
Motion to Approve- Charles Heimler
2nd Bruce Geer
Motion Approved

7. Information Items:

- **Health Services \$1.00 Increase:** Janet Chang- Health Services Director, presented this information to all constituent groups with the increase of the student health fee. This item is critical to have passed all constituent groups so that it can be on the April 9th board meeting so that it can be passed before pre-registration for the fall semester begins. Both EVC and SJCC are moving forward for approvals. Our Health Services Department provides services that many other colleges do not. SJCC Health Services has great partnerships with outside communities. One of our partners is Community Connections and we have reduced our cost in supplies. One of our main services is pregnancy tests and we also educate students in preventions. Every staff member in the Health Services department invests in our students and their needs.

Janet Chang would like to request from the committee to move this information item to an action item today to meet the April 9th board meeting.

Andrew- Wants to know if she has a working relationship with Synergy in Morgan Hill?
Janet-No, Morgan Hill is outside of our area

Charles- Has this item gone through the Associated Students and what was their vote?

Janet- Yes and they have their approval.

Larry- Motion to move this item as an action item

2nd Bruce Geer

Motion Approved.

- **Budget Hearings Update and CPC Schedule:** Keiko Kimura- The budget allocation hearings are scheduled on the same day as the next CPC meeting, April 5, 2013, and the request is to adjust the CPC schedule to a different day. The Finance Committee will be at these hearings from 8-5:30 pm.

Greg- This will have to be up to the discretion of the Chair to decide to move the CPC meeting. We are trying to facilitate everyone in one day, the first readings of recommendations from the Finance Committee is April 19th to CPC as information items. May 3rd CPC as an action item.

There are other items scheduled on April 5th

We encourage all budget managers to attend and discuss the budget allocations for their departments.

8. Participatory Governance Reports:

- **Campus Technology Committee:** No report
- **Diversity Advisory Committee:** Discussed allocations and recognition for Gary Ledesma
- **Facilities Committee:** April 1st is the next meeting, due to Spring break. Charles is a member of the Facilities Committee and would like to be placed on the Outlook distribution list. Other appointees are Jerry Kauffman and Chris Chiodo. Steve Mansfield and Percy Carr are not on the committee
- **Finance Committee:** Keiko- met on March 11th and reviewed the schedule of the resource allocation process and discussed the rubric which will follow alignment of strategic goals, program review and will be on template that goes out to the budget managers.
- **Instructional Policies and Curriculum Committee:** Laura Garcia- New committee member Pat Nguyen.
- **Student Success Committee:** No report

9. Other:

- **ASB Reports:**

Larry Harris- The vote for the Eco Pass was passed and will go out to the next board meeting. AS is getting ready to hold elections for the coming semester.

10. Announcements:

- Larry Harris- Getting ready for the Accreditation celebration on March 19th the Broadcasting class will be getting down with Motown and have a full list of entertainers scheduled. Hopefully Dr. Burns and Marilyn Brodie will perform the mash potato.
- Charles Heimler- Academic Senate meets on Tuesday, March 19th the agenda was sent out electronically. The TCO documents will be reviewed and a number of interesting agenda items and would like to invite all to attend. All public comments get three minutes to speak. The senators really appreciate hearing from everybody and their concerns regarding the college. We would also like to add TCO to the next CPC agenda.
- Padma- We would like to go green and not to print out all the documents.
- Greg- Accreditation celebration on March 19th there will be a BBQ and we will be serving Ben & Jerry's Ice Cream, from 1-3 pm.

Meeting Adjournment:

Motion to adjourn meeting at 10:00 a.m.