

San José City College  
 Planning Council  
 Location: SC-204  
 9:00-11:00 a.m. Minutes  
 December 06, 2013

**Members Present:**

MSC	FACULTY	CLASSIFIED	STUDENT
Duncan Graham	AS-Javier Chapa	CSEA-Sue Hager	Larry Harris
Dr. Elaine Burns	AS-Charles Heimler	CSEA-Bruce Geer	Andrew Phelps
Sean Abel	AS-Padma Manian	CSEA-Deanna Herrera	Charlene Lilie
Joe Andrade	AS-Pat Space	CSEA-Laura Garcia	
	FA-Marc Sola	CSEA-Heidi Hoffman	

- **Absent Members:**
- **Committee Proxy:**
- **Minutes:** Sandra Gonzalez

**Call to Order:**

Meeting called to order by chair Duncan Graham at 9:04 am

**1. Welcome and Introductions:**

Welcome new member to the College Planning Council Joe Andrade representing MSC

**2. Adoption of the Agenda:**

Sue Hager Motion to Approve Agenda

**Motion Passes**

**3. Approval of November 01, 2013 CPC Minutes/Suggestions:**

Sue Hager Motion to Approve Minutes with minor corrections

**Motion Passes**

**4. Public Comments:**

- Heidi Rank, she is a Project Manager from Gilbane working at EVC, she is also working on design standards here at SJCC. She has met with some constituent groups here on campus but is going through the shared governance process.  
 \*\*Due to the nature of the information Heidi is presenting she was informed that this should come to the CPC as an information item rather than public comments. Heidi agreed to go through the proper procedure.

**5. CPC Public Comments:**

- Charles requested an update on when the CPC meeting agendas and minutes would be posted on the college website.
- Andrew Phelps- There was a community forum held yesterday on respect on campus.
- Charlene Lilie- At the facilities committee it was discussed that there was going to be a tree removal. There should be procedures in place before we remove trees and there should be specific questions answered before trees are removed (handout of draft questions passed out)

**6. Action Items:**

- **Finance Committee 2013-14 Equipment Budget Recommendation:** Sean Abel motion to approve equipment recommendations to the president.  
 Discussion: Takeo Kubo- when we had the budget hearings last spring the budget

committee pulled all the equipment requests because the amounts exceeded the budget in fund 10 and some of the equipment could have been fulfilled through bond money. The Finance Committee requested the Deans go back to their divisions for equipment request. The requests came back lower than what was originally submitted in the spring because some of the equipment requests were funded by bond funds and lottery funds. We are able to cover all the remaining equipment requests that were submitted. We may even have additional monies remaining to cover requests that were mentioned the program reviews the Finance Committee will work with the division deans to see if there are any instructional materials that are needed. If there are any funds remaining we may be able to fund new requests this one time, but we will be requesting documentation and rationale for any new requests.

**Charles Heimler-** is concerned when bond money is being discussed because the bond is very specific on what we can spend the money on. We should protect the college and not use bond money for these expenditures. This committee should approve these expenditures but insist this money come from fund 10 and protect ourselves from future litigation.

Larry Harris- Disagrees with the statement Charles made. The legal attorney who represents this college on measure G made it very specific that things can change. There is language in the bond that says it can change as the college goes along, the verbiage in the bond is flexible.

Sean Abel-There is nothing in this presentation that says where this money is coming from. We are not approving where the money is coming from, we are approving where the money is going to.

**Motion Passes**

- **Standing Report from President/Vice Presidents:** Sue motion to approve addition of standing reports from the President and Vice Presidents to the agenda.

**Discussion-**The intent is to have an opportunity to give CPC members an update to all in a formal basis in a written and oral format.

**Motion Passes**

- **Civility Statement Support Resolution:** Sue motion to approve the board approved district's civility statement to set the tone in the way we conduct our meetings

**Motion Fails**

**7. Reconsideration Item:**

- **Mission Statement (ASG):** Students have asked the CPC to reconsider the vote that was made at the last CPC meeting regarding the mission statement.

Charles Heimler- motion to not reconsider the vote.

**Discussion:** Larry Harris represents 9000+ students we had discussed putting social justice back in to the statement.

Heidi Hoffman- reads the AS meeting minutes and does not recall AS having any documented discussion and does not recall AS taking a vote regarding this.

Charlene Lillie- The students discussed this at the October 31<sup>st</sup> meeting. It will be placed on our agenda at the next meeting. Once CPC votes to reconsider this the AS will have had discussion and a vote.

Charles Heimler- recommends to vote against this reconsideration until the students go back and has these discussions in the student government and come up with a resolution and when they have a resolution they can bring it to CPC for reconsideration.

**Motion Passes**

**8. Information Items:**

- **Combining Safety & Facilities Committee:**

Currently the Safety committee is not meeting and the Facilities committee is meeting.

Bruce Geer- This was discussed at the Facilities committee, there is a Safety committee but how is the committee going to be combined, are you going to combine members of

the committee.

Joe Andrade currently sits on both committees and there are members on the Safety committee they just don't attend meetings. There are issues that are discussed at both meetings. This has brought up in the past and there are still questions that need to be answered. This is a great thing to combine both committees.

Seher Awan- committee members are still discussing this in the Facilities committee and no decision has been made. There seems to be duplicate committee membership in both Facilities and Safety committee.

Charles Heimler- the representation of the faculty on both of these committees doesn't think combining these committees is a good idea. These are both shared governance committees and it should go through each constituency groups to get their approval.

Sean Abel suggests that this be placed as an action item at our next CPC meeting next semester in February.

#### **9. Campus Committee Reports:**

- **Campus Technology Committee:** No report
- **Diversity Advisory Committee:** Meets on Monday, December 9, 2013
- **Facilities Committee:** No report
- **Finance Committee:** Last meeting this semester is on Monday, December 9, 2013

#### **10. Student Success Committee:**

- Meets every 2 weeks and working on implementation of student success act.
- New banners will be hung around campus promoting student success.
- Preparing for the Male Summit
- March 14<sup>th</sup> will be the student success symposium
- Working with a group to develop a proposal for funding for a summer program that will lead into the fall semester for student's first year experience.
- **Safety Committee:** No Report
- **Strategic Planning Committee:**
  - SPC reconvened yesterday and students are still needed for this this committee.
- **Academic Senate Report:**
  - Effective spring semester the current Academic Senate president, Charles Heimler, resigns as president.
  - The Academic Senate completed the full-time faculty hiring list.
  - The Chemistry instructor wrote a letter to the BOT explaining why they denied the wine making class.

#### **11. Other:**

- **ASG Reports:**
  - At the next ASG meeting the Mission Statement will be placed on the agenda.
  - ASG would like to see a procedure on tree removal. More information is needed from the campus.
  - ASG has a new Director of Student Development and Activities, Blake Balajadia.

#### **12. Announcements:**

- Degrees for transfer went from 21% to 77%
- San Jose Peace center puts on a holiday fair it's \$2.00 for tickets, activities for children and great music for all
- December 11, 2013 will be our holiday luncheon from 12:00-1:30 pm.
- EOPS & CalWorks has a Christmas tree for gifts for the kids.

#### **Meeting Adjournment:**

Motion to adjourn meeting at 10:53 am

#### **Motion Passes**