

CERRITOS COLLEGE
COLLEGE COMMITTEE ON PLANNING AND BUDGET
MEETING MINUTES
MARCH 7, 2019

Present: Dr. Adriana Flores-Church
Dr. Kristi Blackburn
Dr. April Griffin
Patrick O'Donnell
Terrie Lopez (Tafoya)
Graciela Vasquez
Adelle Krayner

Dr. Michelle Lewellen
Deb Moore
Stephanie Rosenblatt
Martin Salgado
Kathy Hogue
Michele Kingston
Etta Walton
Linda Kaufman

Absent: Felipe Lopez
Rick Miranda
Dr. Dilcie Perez

Rachel Mason
Angela Conley

1. CALL TO ORDER

Dr. Flores-Church called the meeting to order at 2:03 p.m.

2. APPROVAL OF MINUTES – February 21, 2019

It was moved by Dr. Blackburn and seconded by Ms. Hogue to approve the February 21, 2019 minutes. Dr. Flores-Church, Ms. Lopez, Ms. Moore and Mr. Salgado abstained. The minutes were approved as presented. Ms. Tafoya and Dr. Griffin were not present for the vote.

3. ACCJC Institution Set Standards

EMP Goal A: Strengthening the Culture of Completion

Dr. Blackburn provided a PowerPoint titled ACCJC Institutional Set Standards (Threshold Goals) and State IEPI Goals (Aspirational Goals) Metrics overview with President Goals along with the handout of the Cerritos College Standards for Monitoring Improved Institutional Performance for 2017-18 (reporting year: 2019).

She noted that she received a new template for the ACCJC annual report, and it reflected a new metric. This metric has already been incorporated into our college's repertoire of data for the IEPI standards. She reminded the committee that the State suspended IEPI goals approximately 18 months ago. The college now has a chance to relook at them, revise, and bring them in as ACCJC aspirational standards because this is the first time we are being asked to report on aspirational standards from the ACCJC.

Dr. Blackburn also provided a background of Institution Set Standards. The standards are thresholds, which are to be maintained, evaluated, and adjusted. The Institution Set Standards are: 1) # of Certificates Awarded; 2) # of Degrees Awarded; 3) # of CSU transfers; 4) # of UC transfers; and 5) Course Completion Rate. During the presentation, Dr. Blackburn inquired if the college would like to use the 5-year average plus 2% as the new aspirational goal, or do we want to set a higher percentage. In addition, now that the college has a trend line, we could review our trend and determine what our goal should be. After discussion, the committee agreed to keep the # of Certificates Awarded at 885 (which was the same target in 2017-18) and the other IEPI Standards will be calculated with a 5-year average as a set institutional standard or baseline.

This information will be presented to Faculty Senate on March 12, 2019.

4. ENROLLMENT UPDATE

EMP Goal F: Enhancing Organizational Effectiveness

Dr. Flores-Church noted that Mr. Miranda was unable to make the meeting, so this agenda item will be postponed to the April meeting. She encouraged the committee to review the presentation prior to the April meeting.

5. OTHER ITEMS FROM THE FLOOR

Dr. Griffin shared that Program Review passed a resolution on February 26, 2019. This resolution stated that two programs were not compliant with the program review process resulting in a recommendation that, until the self-study reports have been reviewed and approved by the Instructional Program Review Committee that 1) department requests for additional human resources be denied; 2) department requests for equipment and other physical resources be denied; and 3) department requests for Perkins/Strong Workforce funds be denied. Dr. Griffin noted that Faculty Senate supports the Instructional Program Review committee's decision to make those recommendations, and that this information would be shared with this committee, the President and Board of Trustees.

Dr. Blackburn noted that one of the goals for Planning and Budget last year was to implement a peer review process for non-instructional and administrative "units", which will include establishing and measuring Service Area Outcomes (SAOs). After a brief discussion Dr. Flores-Church suggested that she speak with the VP's regarding the process and report back to Planning and Budget in April.

6. NEXT MEETING – APRIL 4, 2019

The next meeting is scheduled for April 4, 2019.

7. ADJOURNMENT

The meeting was adjourned at 2:50 p.m.