Planning, Review and Budget Council

March 18th 2015

Attendees: Bianca Bullock, Kate Dolorito, Gordon Watt, Heather Hernandez, Christine Warda, Kathleen Allen, Wanda Wong, Jeremy Wilson, Rachael Tupper-Eoff, Dale Wagoner, Laurie Dockter, Michael D’Aloisio, Jim Matthews, Carolyn Arnold, Mireille Giovanola, Jesse Hall Equire, Marcia Corcoran, Jeanne Wilson, VaJean Dale, Deonne Kunkel

Called to Order at 3:08 pm

I  Approval of Minutes: recommended with revisions by Deonne, seconded by Gordon, approved by consensus; Christy Warda abstains.

II  Follow-up:

PRBC – Veronica Martinez is the point person for communication between committees, etc. as a neutral facilitator for the Shared Governance discussion. There has been lots of feedback so far, and there is some anxiety, but we will have the opportunity to discuss together on 4/15. Christy would like to applaud the process, as she sees more people involved in this process than she has even seen previously, and discussion and dialogue are happening.

SLOAC – Mireille Giovanola, Rob Yest, and Gene Gropetti are testing the SLO module.

Marketing – The campus-wide need for marketing has been brought up in multiple settings. Dr. Sperling sent an email to Academic Senate and PRBC to let these groups know that we are in the process of hiring someone to work on marketing. She offered to come and speak with the group, but Deonne let her know that she could provide a statement; the focus will be on the short-term for now (Summer and Fall semesters), and to set up an advisory committee to plan for the long term:

Marketing Statement

We are working with a skilled college marketing expert, Jennifer Aries, over these next months who will be doing social media outreach as well as a variety of other marketing strategies specifically to feature our five upcoming spring into summer sessions, fall semester, and our many wonderful programs.

We will soon ask for participation in a marketing advisory committee, as marketing is a long range need at the College.
Academic Senate – State Academic Senate met; CCC Vice Chancellor Pamela Walker and VP Denise Knowland will review all Equity proposals statewide for feedback.

Classified Senate – Prioritization committee met, had some questions from previous meeting with Dr. Sterling. We are looking forward to the next meeting.

Student Senate – Black History Month had a good turnout from both students and staff. SSCC provided $10,000 to support events. Woman’s History Month has several events scheduled for this month; there was a Women’s Safety event yesterday. The Literacy Drive, pairing Chabot student mentors with community K-12 students, was successful. The Town Hall meeting was a success; students identified the need for a better food in the cafeteria, better Wi-Fi, and more library hours. Another suggestion – making social media updates available to students. ASCC scholarship applications are due soon; over $40,000 will be available for students. A new outreach office will be open soon to appeal to students. Student Center – trying to renovate; working with Student Services. Student Senate is trying to finalize the AC Transit Referendum, making transportation more accessible to students. Davis Street Resources – offer health clinic, dentistry, clothes, food, and other resources for students. Working on a Student Outreach Center to go in the old Campus Safety Office in 2300; will provide a central location for resources and programs. Deonne has concerns over the need for student housing. She proposes newsletters for housing, both digital and posted across campus. Katie shares that MIG presented the Education Master Plan draft at the board meeting last night; they plan to visit Academic Senate. Laurie will contact them and try to schedule. Marcia mentions Dr. Sperling has discussed holding a college charrette.

III Professional Development Update and Plan

Christy shared a PowerPoint; during her time in the Office of Professional Development, infrastructure has been created and she is working on staffing and funding, but she is stepping down as coordinator in order to return to the classroom. She spoke of the culture at Chabot, that many feel it is difficult to implement change on the campus, we are lacking foundational new hire support, and that relationships between co-workers are dull. The reasons for these listed negatives are because of limited resources and budget cuts.

As a solution, she proposes building a foundation for Chabot’s Professional Development culture, including a new office (possibly near Building 100) and staffing in order to create a culture of Ongoing & Embodied Professional Development. She noted that in the last 2 years, half of the campus hasn’t been to a regional training or conference.

She is working on Program Level Outcomes (PLO) for the OPD and developing an evaluation plan. She sees the Center for Teacher and Learning as both a hub for communication between committees and to coordinate events. She would like to bring in guest speakers and work on celebrating and recognition of what we do well here at Chabot and of each other; 59% of faculty agree that Chabot acknowledges faculty who practice academic excellence. To this end, she wants to hold a family picnic later this semester.
Christy encourages anyone interested in the OPD coordinator position to think about applying; the creation and growth of our professional development continues to be complicated work.

IV Passion and Purpose Presentation

Tiffany Baggins provided an overview of the Passion and Purpose group – how they started out and their original goals, and how they have developed over the past few semesters. The original project began in the summer of 2014. Two separate groups of students were brought together (Opportunity & Freedom and Passion) to address students’ issues and bring passion to education.

From the original groups, consisting of 10 – 15 students, they have grown to three classes students. Legacy projects include the Chabot Garden, which was made to address the issue of hunger amongst the student population.

They are actively involved with initiatives such as the Transportation initiative. Student leaders and peer support are designated for each of the classes. The P&P program is consistently invited to support other events and participate in the community. The High School/Middle School Outreach program has been developed through the P&P group.

P&P is focusing on making college more appealing, getting students involved in their communities, and helping the individuals. They work on providing continuous support towards low income individuals and addressing social inequalities. Other proposed projects/initiatives include tutoring for homeschooled students, and the creation of AA of Education Theory.

The CSU system is interested in applying these methods within their campuses.

Their needs include funding, increased awareness, and dedicated space. There is currently no form of funding for the initiatives. Most of funds are out-of-pocket and must be planned to execute the proposal. More students need to be aware of the P&P program. They are working on making P&P an FYE cohort. Sizing within the classroom is an obvious issue but finding a new classroom is a much bigger issue.

V Accreditation

The Accreditation visiting team is coming Oct 5th to 9th. Trish is currently editing the report. She will deliver draft next week and it will be posted both on the Accreditation webpage as well as the Chabot homepage.

There will be Open Forums, possibly on the 7th and 14th of April at College Hour in the board room. Faculty senate will take a look at the report after the forums. April 21st the Board of Trustees will look at it.
Las Positas has hired a former ACCJC visiting team member to help them, and she had feedback that indicated concern over program assessment. SLO’s need to be on the syllabus and on the course outline.

It was suggested that SLOAC visit Academic Senate again to recommend that SLO’s be placed in syllabus. Jim has been discussing tech solutions with Jeannine, and another suggestion was that he visit the Dean’s meeting.

Jim is working with the District Function Map, which says who is responsible for each standard question. They will be adding a Task Map delineating what is handled by the college and what is handled at the district. Jim is taking the Task Map to College Council at the next meeting.

Marcia suggested some clarification about how to speak with the accreditors – what kind of information they might be seeking, what kind of questions they might ask, what appropriate responses might be.

**Meeting adjourned at 5:05 pm.**