Planning & Resource Allocation Committee

October 28, 2014
2:00-3:30
Minutes

Present: Yolanda Bellisimo, Becky Brown, Gina Cullen, Jason Dunn, Patrick Ekoue-totou (Resource), Michael Irvine (Resource), Rhonda Jones (Resource), Gina Longo, Christina Leimer, Gina Longo, Laura McCarty (Resource), Sara McKinnon (Co-Chair), Greg Nelson, Beth Patel (Resource), Patsy Puertas, Nanda Schorske, Kathleen Smyth, Cari Torres, Michael Trump, Sheila Whitescarver

Absent: Jonathan Eldridge (Co-Chair), Sara Frye, Peggy Isozaki (Resource), Carol Perez

Agenda Review
• Agenda approved.

Minutes
• Minutes of October 14th meeting approved.

Mission Statement Task Force Report Back (Christina Leimer)
• A “Proposed Mission Review Process” was presented. The purpose of the project is to determine if COM’s mission statement truly reflects its purpose.
• Data will be gathered via an emailed survey sent to Board members, PRAC, EPC, and College Council (Yolanda suggested that the survey also be sent to the 4 senates). In Spring 2015, if there are any recommended modifications to the mission statement, the Task Force will present them to the governance committees and then to the Board for approval.

• COM must face the challenge of a $2 million revenue deficit for FY 2015/2016. Greg presented the data and is optimistic that the necessary expenditure changes can be made to remedy the problem.

Subcommittee Reports
Technology Planning (Michael Irvine and Patrick Ekoue-totou)
• The Technology Planning Committee is working to update its Plan and will eventually send it through the governance process for review. Michael presented a draft version of a “Technology Equipment Request” rubric that they are considering, and Greg suggested they join with the Instructional Equipment Committee because of some overlaps in the projects. Some of their ongoing projects include: Kurzweil, MarinNet, Blackboard Connects, Citrix, Wi-Fi rollout, and a phone system upgrade.

Student Access & Success
• No update at this meeting.
Educational Planning

• The Committee is reviewing the Ed Master Plan and the most recent progress on the current Strategic Plan, which will lead by next fall to a new three year strategic plan.

Facilities Planning (Laura McCarty)

• Recent Program Reviews revealed that faculty are having difficulties determining how best to deal with facilities issues; differentiating between repairs that can be handled by OIM and facilities issues that impact their program and need more serious upgrades. They are working to determine how best to address this challenge.

Instructional Equipment

• No update at this meeting.

Professional Development (Beth Patel)

• Spring flex activities will take place January 13 – 15, 2015, with Convocation on the 14th (a Wednesday). Classes will start on Tuesday the 20th. They are attempting to schedule flex workshops for both faculty and staff and Beth presented copies of the “Flex Activity Planning Form”, asking for workshop ideas and presenter sign-ups.

Meeting Wrap Up/Assignments

• Next meeting is November 25th.