Planning & Resource Allocation Committee

September 24, 2013
2:00-3:30, Austin Center 177
Minutes

Present: Jackie Barretta, Yolanda Bellisimo, Becky Brown, Gina Cullen, Jeff Fleisher, Gina Longo, Sara McKinnon (Co-Chair), Michele Martinisi, Greg Nelson, Nanda Schorske, Carol Scialli (Resource), Kathleen Smyth, Cari Torres, Sheila Whitescarver, Ben Wilson, June Yokell

Others Present: Laura McCarty
Absent: Jonathan Eldridge, Peggy Isozaki

Agenda Review
- Agenda approved.

Minutes
- Minutes of September 10 meeting approved.

Announcements
- New committee members:
  - Steve Petker
  - Ben Wilson
  - Gina Longo
  - Jeff Fleisher
  - June Yokell

Modernization
L. McCarty
- Completed Child Study Center, on Magnolia, for teaching ECE and for child care.
- NAC is underway and drilling of piers is in progress.
- Contaminated soil was found underneath Taqueria so had to excavate to dispose of soil.
- Watching and observing Circle Drive and doing more closures. Closed during day and opening at night but this may change. Need to isolate path for safety reasons.
- Restriped base of Circle Drive for ADA compliance.
- Safety must be number one.
- ADA improvements in progress to Fusselman and Student Services.
- Final stage is signage; had great input from user group.
- Comment: Maps around campus are incorrect.
  - This will be addressed with signage mentioned above.
- Will pathways that have cracks and holes be corrected? Suggest placing orange cones on the larger potholes especially around Fusselman Hall.
  - Rather than do piecemeal, will correct completely at once.
Hirings Update (handout)

S. McKinnon; C. Torres

- List showing new full-time faculty hires 2011-2014 distributed.
  - 29 faculty have already been recruited.
  - 6 active recruitments, fall 2013, to start spring 2014.
  - 9 planned full-time recruitments, spring 2014, to start fall 2014.

Review of 2012-2013 Full Program Reviews

S. McKinnon

- Review of point of improvement areas of full Program Reviews. Summary distributed. Parts to be reviewed have an asterisk:
  - Dental
    - Need for an EKG machine to teach a procedure. (N. Schorske will follow-up.)
  - EMT SLOs and Curriculum
    - New regulations require additional hours. The outline is going through Curriculum Committee right now; already in schedule.
  - MEDA: Sara will follow-up on request for special SLO tracking tools for discipline.
  - Nursing would like to continue funding for Sim Lab Coordinator: C. Torres will follow-up.
  - Math:
    - Teaching strategies
    - Adding lab component to Math 116: They need to put outline forward.
    - Additional units to cover core classes with wait lists: They received additional units.
  - Natural History: asked for 1 unit re: developing strategies to increase awareness and enrollment in program. Suggest apply for an IR&D.
  - Business and Information Systems:
    - Issue around makeup exams.
  - Puente:
    - Provided data about improvement. Success data comparison with English courses. Request to add new Puente Counseling course in spring (2 units). (G. Cullen will follow-up; look at again.)
    - Their five strategies are listed in their Program Review.
    - Courses might link with English classes, possibly a learning community.
    - Suggest revisiting UMOJA program.

Develop Topics for PRAC Meetings

S. McKinnon

- Last year 5 areas of Student Services did Program Review but we did not review. Suggest J. Eldridge present an update re: status.

Subcommittee Reports

Technology Planning
• Classroom software: updated spreadsheet. *ProTools (Music)* received it. *QuickBooks* is mainly for a class starting in October; poised to implement and should be ready for class. Comment about adding additional seats. (N. Schorske will follow-up.)
• Projects coming up:
  o PC Upgrades: Plan to start ASAP. Challenge is up front preliminary work. November may be date to start deploying computers to desktops (about 427 all-in-one machines).
  o 77 classroom PC’s are part of project.

*Student Access & Success*
  • Hold for future meeting.

*Educational Planning*
  • Hold for future meeting

*Facilities Planning*
  • Hold for future meeting.

*Instructional Equipment*
  • Hold for future meeting.

*Professional Development*
  • Hold for future meeting.

**Meeting Wrap Up/Assignments**

Next agenda
  • Student Services PR Update (J. Eldridge)
  • Budget Overview (P. Isozaki or G. Nelson)