

PROGRAM STATUS APPEALS

To be used if the Program/Review above ("9. Does This Program Need to create an improvement plan?") needs to submit a plan, and/or if the D. PROGRAM STATUS was BELOW AVERAGE, POOR, or CONSIDER FOR DISCONTINUANCE.

APPEAL (APP-1)

For the **PREPARER(S)** of the original Program Review Strategic Initiative:

Please respond to the Reviewer's comments in:

(A) Program Criteria for ALL Areas Under Review

Question 9. Does This Program Need to create an improvement plan?

If the Program Review itemizes issues, please address each issue individually.

answer here

Please respond to the Reviewer's comments in:

(D) PROGRAM STATUS if the response was BELOW AVERAGE, POOR, or CONSIDER FOR DISCONTINUANCE.

If the Program Review itemizes issues, please address each issue individually.

answer here

APPEAL (APP-2)

Use the space below to summarize your improvement plan. If possible, present a timeline for these items, and describe how you will address specific issues in your program.

APPEAL (APP-3) Formal Improvement Plan

»» **UPLOAD YOUR IMPROVEMENT PLAN HERE** Upload your formal improvement plan here.

You simply upload your form(s) into the eLumen server folder by clicking the above-right blue folder icon. Please pre-pend your Department/Discipline/Service name to the file you are uploading: Basketweaving-Improvement Plan.

College Planning Council (CPC) (Monday, April 19, 2021)

Generated by Laurie Nelson-Nusser on Monday, April 19, 2021

1. Welcome/Call to Order

Procedural: 1.01 Call to Order

The meeting was called to order at 2:32 p.m.

Procedural: 1.02 CPC Council Member Roll Call:

Art Sandford, Oscar Cobian, Chris Renbarger, Amy Edwards, Kevin Corse, Mike Alexander, Keller Magenau, Gabriela Rodriguez, Amparo Medina, Ishita Edwards, Luis Gonzalez, Maria Urenda, Gerald Richardson (ASG), Bernice Rodriguez, Lorena Ortiz, Jonas Crawford, Della Newlow (proxy for Leo Orange (AFT)), Laurie Nelson-Nusser (Recorder)

Absent: Gerald Richardson, Leo Orange

2. Agenda Changes/Additions/Adoption

I. Edwards motioned to adopt the CPC agenda of April 19, 2021; A. Edwards seconded the motion and the agenda was adopted as presented.

3. Public Comments

There were no public comments.

4. Approval of CPC Minutes from March 15, 2021

4.01 Approval of CPC Minutes from March 15, 2021, Accreditation Standard I.B., Procedural, Action, Minutes:

I. Edwards motioned to approve the CPC Minutes from March 15, 2021; L. Gonzalez seconded the motion and the minutes were approved as presented.

5. Appeals Process for Programs

5.01 Discussion regarding developing an appeals process for program review.

Accreditation Standard I.B., Discussion:

VP Sandford reviewed the draft of the program status appeals form. He explained there are two situations in which a program would want to have an appeal process. The first one is if the program has received a less than satisfactory or needs improvement rating and the form has a question that asks does this program need an improvement plan and, if the answer is yes, then that form would be completed.

The second one is if there is a below-average or consider for discontinuation there are three options that would trigger an appeal process assuming the program wishes to appeal. The form will be included in eLumen.

The colleges are obligated to follow Administrative Procedure (AP) 4021 Program Discontinuance processes before discontinuing any programs. There was further discussion of the criteria for completing the form.

VP Sanford asked for a motion to approve the concept of adding this portion to the eLumen Strategic Initiatives. A. Edwards motioned to approve and G. Rodriguez seconded the motion. There was discussion regarding the timeline of the appeals process, which would potentially take place in early January or February. This item will return in the fall to discuss the timeline process, to which the group agreed.

6. Annual PG Survey Committee Questions to Assess Meeting PGM Goals

6.01 Participatory Governance Survey Committee Questions for 2021-2022

Academic Year. Accreditation Standard I.B., Information, Discussion:

VP Sanford indicated the group should evaluate the survey instrument and asked for recommendations or suggestions for improvement:

- Tracking of multiple participatory governance surveys – survey completers cannot tell which surveys they have completed.
- Using Microsoft Teams for surveys as by default, the surveys are tied to email addresses or user names and are anonymous.
- Designate time at PG meetings to complete the survey while in the meeting.
- Allow for multiple answers to a question. Add another column with the option “all of the time.”
- Review survey answers for gaps not covered in the surveys.
- Include a question regarding equity that people are treated fairly with no reason for prejudice.
- Department meeting minutes accessibility for others outside the department. A. Edwards will take this issue to the Academic Senate.
- Add a student specific question.

7. Resource Request Ranking Process

7.01 Discussion of the Sunshine Process to College President for Resource Request Fulfillment. Accreditation Standard I.B., Accreditation Standard III.D., Information, Discussion:

All PG committees are currently ranking the resource requests for their respective areas and the recommendations will go to the Budget Committee on April 30. They will then go before CPC for certification and forwarded to the college president for final decision.

8. Centering Anti-Racism Workgroup (ARW) into the College Culture

8.01 Discussion of Placing the ARW into the Participatory Governance Structure. Accreditation Standard I.B., Information, Discussion:

A. Medina requested to add this item to the agenda. There was concern that the ARW group is not considered a valid PG group. AWR regularly convenes immediately after the CPC meeting and suggested the CPC committee recommend to the college president to become a work group of CPC. VP Renbarger stated the decision should be held as the PG manual runs through the end of next year and then is adopted in the fall.

Dean Magenau indicated that if it is decided to make ARW a subgroup then it should fall under CPC's purview or if it is its own committee then it should have its own power.

It was suggested to create a flow chart for CPC to show where decisions are made. Agendize item for next month.

9. Future Agenda Items

- Centering ARW and Multicultural Week Committee into the PG College Culture and institutionalize
- Sunshine Certification Process
- Committee goals – review all PG goals assessment of goals and assessments
- Survey results for all PG Committees
- Fall flex week – convene all PG committee chairs – build the agenda for PG chairs
- SESC data presentation – present the data elements and interventions developed by SESC.

10. Future Meeting Dates

10.01 Meeting Schedule for AY 2020-2021 - Addition of May 2021 Meeting

Accreditation Standard I.B., Procedural, Action, Information:

It was decided to add an additional CPC meeting on May 17, 2021, at 2:30 p.m. This is during final exams week, therefore, faculty members should send a proxy if not available for the meeting.

11. For the Good of the Order

11.01 Comments from Committee Members. Accreditation Standard I.B., Discussion:

A. Edwards called out the Academic Senate election results.

J. Crawford announced that Baseball and Softball are back and competing again. No spectators are allowed yet but the games will be live-streamed with links on the Athletics website as well as Twitter, Instagram, and Facebook.

VP Sanford indicated that the Program Review Committee (PRC) is tomorrow and is the last meeting of the year, which has been very productive.

A. Medina announced Oxnard College welcomes Angela Davis, Civil Rights Icon, on May 3.

L. Ortiz thanked all for the student seats at the PG committees and for having their voices heard.

12. Adjournment

The meeting adjourned at 3:47 p.m.