



Logo created by Greg Johns

**AGENDA – JANUARY 27, 2011  
1:00 pm –Room 1603**

- 1) **Welcome/Call to Order** Sharon Gach
- 2) **Introduction of New Attendees & New Staff**
- 3) **Approval of Agenda and Minutes** Sharon G.
- 4) **Budget** Sharon Davidson
  - A) Treasurer's Report
- 5) **Officers' and Committee Reports**
  - a) Verbal Reports (Pres.: Jan 18<sup>th</sup> Board Meeting) Committee Reps.
  - b) All LPC and Classified Senate Committee Reports Available Questions? We'll contact our Committee Reps.
  - c) Sunshine Report Julie Thornburg
- 6) **Old Business**
  - a) Flex Day Planning (draft agenda attached) Jeff Sperry & S.G.
  - b) Who can attend California Comm. College Classified Senate Leadership Institute ? (June 23-25, Ventura, CA)- We can fund 1+ people Sharon G.
- 7) **New Business**
  - a) Form Committee for LPC Classified Employee of the Year Sharon G.
  - b) New ideas for charity work Connie Reding
  - c) Are there any nominations for Statewide 4CS Leadership Award ? Sharon G.
  - d) Are there any nominations for Model Senate Awards ? Sharon G.
  - e) CCLC Legislative Update to read online <http://www.ccleague.org/i4a/pages/index.cfm?pageID=3355>
  - f) Our District's preliminary budget to read online:  
<http://www.clpccd.org/business/documents/RetreatPowerpoint.pdf>
  - g) Info Attached: CCCLC "Fast Facts" on Calif. Comm. Colleges
- 8) **Other and Good of the Order**







More art here.

***Mining the Hidden Gems of LPC***  
**Flex Day \* \_\_\_\_\_, 2011**

At 9:00 and 11:00 a.m. choose which session you would like.

Time	Track 1	Track 2
8:00 – 8:45 a.m.	<b>Room 2490</b>	<b>Be Prompt for... A Surprise Opening Activity! Coffee/Tea/Snacks</b>
8:45 – 9:00 a.m.	<b>Break</b>	
9:00 – 9:45 a.m.	<u>Track 1</u> <b>Banner Workshop: Student Module</b>  <b>TLC, Room 2410</b>  Moderator: Rachel Ugale, District I.T. Services & Scott __ / Jeff S?  <i>Would you like to learn to look up student data quickly? - and - do <u>You</u> have some knowledge to share?</i>  <b>Presentation and open forum for knowledge sharing.</b>	<u>Track 2</u> <b>Baranga: A Communication Game!</b>  <b>Room 2480</b>  Moderator: Sean Day, Specialist, International Student Program (ISP)  __ Description here?  <b>You will come away with a whole new perspective!</b>
9:45 – 10:00 a.m.	<b>Break</b>	Refreshments available in Room 2490
10:00 – 10:45 a.m.	<u>Track 1</u> <b>Banner Workshop: Finance Module</b>  <b>TLC, Room 2410</b>  Moderators: Natasha Lang and Chyi Chang, Administrative Services Dept.  <i>“Would you like to learn to look up student data quickly?” OR “Do <u>You</u> have some knowledge to share?”</i>  <b>Presentation and open forum for knowledge sharing.</b>	<u>Track 2</u> <b>[Need Title]</b>  <b>2420, Large Lecture Hall</b>  Moderator: Jeff Baker, VP of Student Services (Interim)  Need description

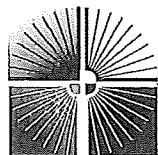
11:45 – 12:00 a.m.	<b>Break</b> Refreshments available in Room 2490	
12:00 – 1:45 a.m.	<u>Joint Session</u> <p style="text-align: center;"><b>“Mining the Hidden Gems of LPC”</b></p> <p>Large Lecture Hall, 2420</p> <p>Moderator: Dr. John Ruys, Staff Development Chair and Psychology Faculty</p> <p style="text-align: center;"><b>Everyone has untapped abilities, skills and specialized knowledge. This is an open forum to mine where our hidden talents lie!</b></p> <p style="text-align: center;">Are you?...</p> <p style="text-align: center;"><b>A pro with PowerPoint -- A Wizard with Word? A guru with GroupWise!</b></p> <p style="text-align: center;">We are all doing more with less at this time, And maximizing every resource ...</p> <p style="text-align: center;"><b>Why not use each other as resources?</b></p> <p style="text-align: center;">We are all experts in something. Odds are someone else on campus could learn something from you – and you from them...</p> <p style="text-align: center;"><b>Let's help each other out! * We will send out a reference list from this session.</b></p>	
12:15 a.m.- 12:45 p.m.	<p style="text-align: center;"><b>Lunch in – Find Room -- confirm _____ &amp; continue til 1:15...</b></p> <p style="text-align: center;">Lunch provided by Classified Senate funds.</p> <p style="text-align: center;"><b>Walk to _____ for a delicious lunch by Elite Café.</b></p>	
12:45 – 1:00 p.m.	<u>Joint Session</u> <p style="text-align: center;"><b>Virtual and Walking Tour of New Buildings and Athletic Fields</b></p> <p>Your Guide: Bob Kratochvil</p> <p style="text-align: center;">Informative slides about new LPC spaces: Science II Building &amp; Student Services Administration (SSA) groundbreaking -- followed by a walking tour of new east Athletic Fields &amp; Child Development Center.</p>	
1:00 p.m.	<p style="text-align: center;"><b>Adjournment</b></p> <p style="text-align: center;"><i>Thank you very much for attending Classified Flex Day today!</i></p> <p style="text-align: center;"><i>Please remember to complete an evaluation of today's activities which will be emailed soon.</i></p>	

These session choices are based on the survey completed by Classified Staff last fall.

This day is structured so that you may attend all or some of the sessions --

- feel free to attend all or some of the sessions as your schedule permits.

Get I.T. for all needed rooms, see above.



# FAST FACTS 2011

(916) 444-8641 • cclc@cclleague.org • www.cclleague.org

## Number of Institutions, 2010-11

CCC	112 Colleges 72 Districts 54 Established Centers 42 Emerging Centers
CSU	23 Colleges
UC	10 Colleges

## Undergraduate Fees, 2010-11

	Resident	Nonresident
CCC	\$780	\$6,630
CSU	\$5,202	\$16,053
UC	\$10,678	\$34,400

## Students by Ethnicity, 2009-10

	CCCs	CA Pop.
African-American	7%	6%
Native American	0.6%	1%
Asian	11.1%	12%
Filipino	2.8%	*
Hispanic	29.7%	37%
Pacific Islander	0.6%	0%
White	30.9%	42%
>1 Race	1.3%	1.3%
Unknown/Nonrespondent	16%	—

\*Filipinos are included w/Asians in California population data

## Degrees & Certificates Awarded, 2008-09

Associate of Arts (A.A.) degree	61,207
Associate of Science (A.S.) degree	23,142
Credit Certificate, 6 to 17 units	13,972
Credit Certificate, 12 to 17 units	681
Credit Certificate, 18 to 29.5 units	8,998
Credit Certificate, 30 to 59.5 units	15,648
Credit Certificate, 60+ units	1,672
TOTAL (Credit)	125,320
TOTAL (Non-Credit)	1,779
TOTAL (Credit & Non-Credit)	127,099

## Per-Student Funding by Education System, 2009-10

(amounts include state General Fund, local property tax, student fee revenue, and federal stimulus funding, but not STRS or lottery funds.)

K-12	\$7,957
California Community Colleges (CCC)	\$5,376
California State University (CSU)	\$11,614
University of California (UC)	\$20,641

Source: LAO, The 2010-11 Budget, pg. HE-3

## Undergraduate Student Enrollment, 2009-10

CCC	2,758,081	full-year unduplicated headcount (all students)
	1,229,397	full-time equivalent students (FTES), credit
	88,323	non-credit FTES
	200,000	unfunded students
	140,000	students turned away due to lack of funding
CSU	360,618	headcount/FTES
UC	183,184	headcount/FTES
Private*	149,700	headcount/FTES

\*75 AICCU WASC-accredited 4-year institutions.

## Number of Student Transfers to Four-Year Public & Private Institutions, 2009-10\*\*

Community Colleges to University of California	14,690
Community Colleges to California State University	37,651
Community Colleges to In-State Private Colleges/Universities	19,852
Community Colleges to Out of State Colleges/Universities	16,032
Transfer Rate, 2003-04 to 2008-09	40.9%*

\*\*2009-10 data for transfers to UC and CSU only; In-State Private and Out-of-State Data are for 2008-09.

\*The transfer rate is based on students who earned at least 12 units and attempted transfer-level Math or English during the 6-year enrollment period.

• In 2008-09, 55% of CSU graduates and 28% of UC graduates began their college years at a community college – and, upon transferring to either four-year institution, obtained GPAs equal to, or better than, “native” UC or CSU students, and graduated at rates comparable to “native” UC and CSU students.

## CCC Students by Gender, 2009-10

Female	53.5%
Male	45.1%
Unknown	1.4%

## CCC Students by Age, 2009-10

<17	6.4%
18-24	46.8%
25-34	20.8%
35 and Over	25.4%
Unknown	0.5%

# Did You Know . . .

## Homeland Security

**80%** of firefighters, law enforcement officers and EMTs are credentialed at community colleges. **39** colleges administer Police Officers Standards and Training (POST) academies. **64** colleges have fire technology programs for training firefighters.

## Nursing

**70%** of the nurses in California received their education from community colleges.

## Science, Technology, Engineering and Mathematics

Transfer students from community colleges to the University of California account for **48%** of UC's bachelor's degrees in science, technology, engineering and mathematics (STEM).

## Enrollment

**24%** of all the community college students nationwide are enrolled in a California community college.

## Job Ratings

Community colleges have the highest combined "good/excellent" job rating, **65%**, among California's three segments of public higher education (*according to the latest PPIC poll*).

## Personal Income

California's personal income will decline by **11%** by the year 2020 unless the state increases the number of Latinos who attend college.

## Earnings

**\$1.6M** is the average lifetime earnings of a graduate with an associate's degree – **\$400,000** more than for a high school graduate.

## Diversity

**1** community college district (Los Angeles CCD) educates almost **3X** as many Latino students and nearly **4X** as many African American students as all of the UC campuses combined. Nearly **1/4** of all Chicanas and Chicanos who receive doctorates first attend a community college.

## Participation Rate

Almost **90** out of every **1,000** members of the population attended a community college in 2008-09 .

## Bachelor's Degree Achievement

Nearly **2/3** of community college students who transfer to UC complete a bachelor's degree within three years of entering UC – a rate comparable to "native" UC students (*i.e., those who were eligible and entered as freshmen*).

## Technology Committee met Monday, Jan 24.

Meeting notes by Carol Edson and Brenda Weak

### Staff reports:

- Steve Gunderson
  - Work is continuing on bond projects. Quotes are being taken for the sound system for the CCA. All equipment for CDC is here and installation will start soon.
  - Upgrades for security are in progress. A dish system will be installed so that security will have access to information in case of a major disaster away from campus.
  - The math X classroom in Building 600 will be receiving new computers and computer tables. These are planned to be installed by summer.
  - Windows 7 was installed in the computer classrooms in Building 2400. There have been no issues.
  - Meetings are scheduled to discuss equipment for the new science building.
  - As buildings are closed, technology parts are being salvaged for use in the replacement areas.
  
- Elizabeth Noyes
  - Federal law mandates that by Oct 2011 colleges have available an online net cost calculator where students can calculate the cost of attending college. Work has begun on this.
  - Updates have been done to address accessibility (vision) issues with the LPC home page.
  - The web page advisory group has been established and will meet in February.
  - Online catalog is an upcoming project.
  
- Heidi Ulrich
  - Enhance 911 upgrade has been done. All 911 calls will be copied to the security office and security officer's Blackberry. Previous system has been scrapped and \$270 is being saved per month.
  - Caller id problems have been resolved.
  - CDC equipment is here and ready to be installed.
  - New student copier machines have been installed and are running with few problems.
  - Features of new copy machines include:
    - Prices per copy are just over 1cent for black and white and 6 cents for color.
    - User codes can be installed system wide not just at each printer one at a time
    - Prints sent to each printer enter the print cue.
    - Reporting capabilities are more robust.
    - Color printing can be done on glossy and card stock. Color printing and cutting can be done on 12x18 size paper.
    - Special folds and glued binding can be done.
    - Outsourcing costs may be reduced.
  - Program review is in process.
  
- Scott Vigallon
  - Blackboard 9.0 upgrade went well except that they upgraded to the wrong service pack - service pack 4 instead of service pack 5.
  - Blackboard will be upgraded to 9.1 this summer. Workshops will be offered.
  - New distance ed accessibility guidelines have been released by the state chancellor's office.
  - Illuminate Bridge can now be used in Blackboard to enhance use of CCC Confer
  - Access to online training for Microsoft is now available free to faculty and staff.

- Information about low cost Microsoft software for faculty has been made available. Since this is also available for students and students may not know about it, it was suggested that ASLPC help spread the word.
- Jeanene Methe
  - Google Voice is now available.
  - Work is underway to increase wireless accessibility as part of the bond project.
  - A problem with new Blackboard/Zone login has been fixed.
  - Waitlist committee work is ongoing with a pilot scheduled for spring.
  - A document imaging system is being implemented with bond money. This will first be used by financial aid and a&r. This will allow document access on Banner.
  - SARS call can be used to generate large-scale emails. Financial aid and a&r are now using this. LPC financial aid and a&r will use next.
  - SARS does not have texting capabilities. There is no plan to acquire texting capability as this would be costly at this time.
  - SARS can also be used to set up appointments for counseling.
  - Internet outage on first day of school was due to a bottleneck in the firewall service. John Gonder commented that single points of failure are a problem. Jeanene said that in this case there was a backup system, but this was turned off until the cause of the problem was determined.
  - The STARS upgrade that requires students to enter two letters of the last name was part of an upgrade that we did not know was coming. This has called delays in the PE building.

A motion was made, seconded and passed which recommends that a librarian be restored to the committee in addition to the Arts & Communications division member. It is not clear whether the committee can make this change or whether it is a shared governance decision that must be approved.

A suggestion was made that printing on the new copy machines could be set to a default of 2-sided as is done with copying. There was no interest in this.

It is preferred that the copy machines be used for printing rather than the printers. Bob Kratchovil stated that when the printers no longer become usable due to no more printing toner, all printing will be done on the copy machines.

After more time of use, a survey of satisfaction with the new copiers will be done.

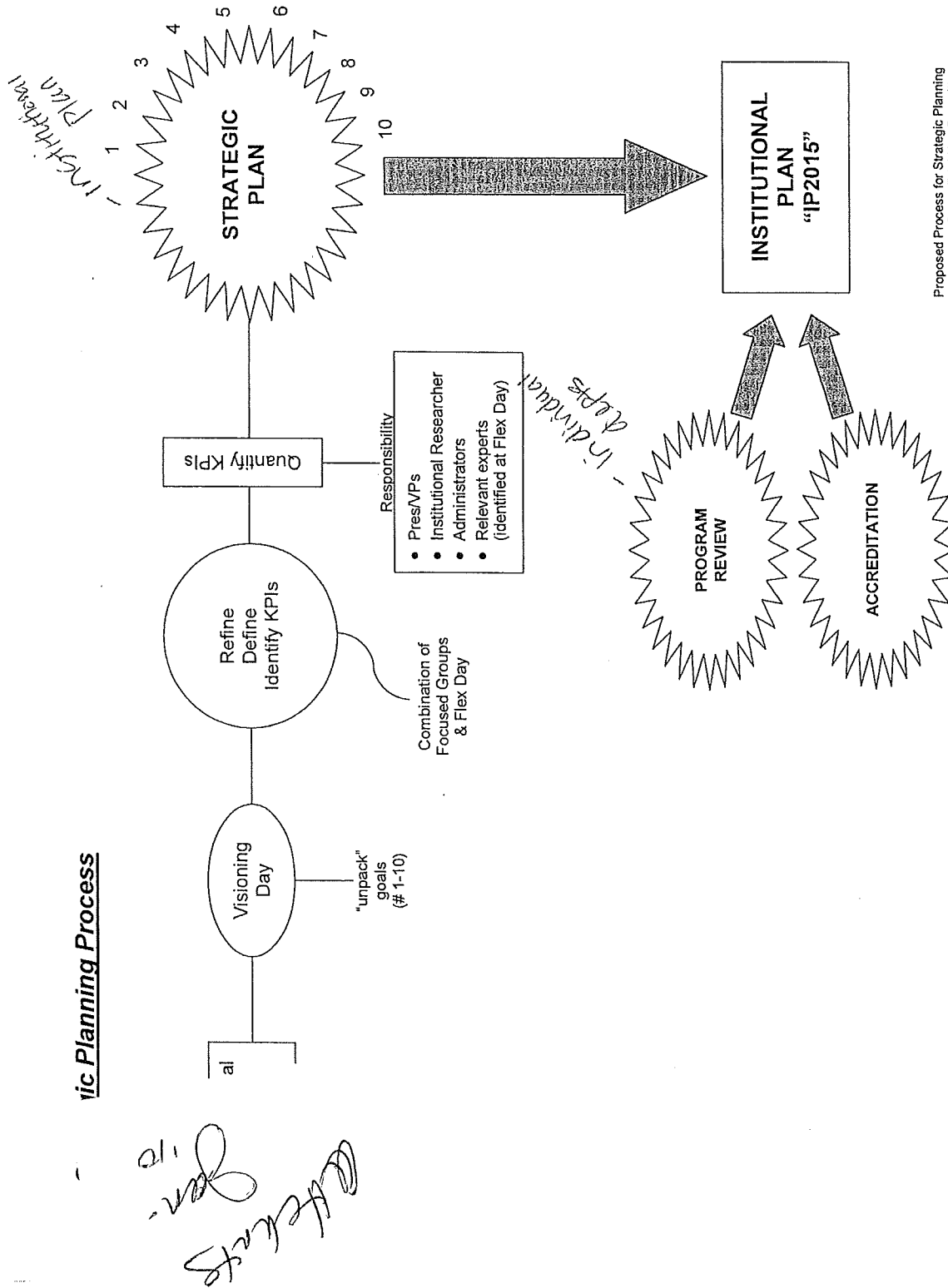
Work on putting forms online is continuing and is very tedious as there are many forms and a lot of complications. A big question is acceptance of electronic signatures. Are paper copies of signatures being retained for auditing purposes? Are we asking for too many signatures, in general. Jeanene will check with H&R about their acceptance of electronic signatures. A task force concerning electronic signatures will be formed. Fredda Cassidy, Angela Amato and Elizabeth Noyes volunteered for the committee. Jeanene will send a representative from district IT. Scott volunteered Jeff Sperry. We also need representatives from H&R, A&R, classified staff.

The software purchasing process committee is developing a flow chart for evaluating software.

The open item spread sheet will be addressed at the next meeting. Some items have been resolved and this needs to be updated. Anyone with open items to be addressed was asked to notify Angela ahead of meetings and she will notify the appropriate staff members. We will prioritize items on the open item list at the next meeting.

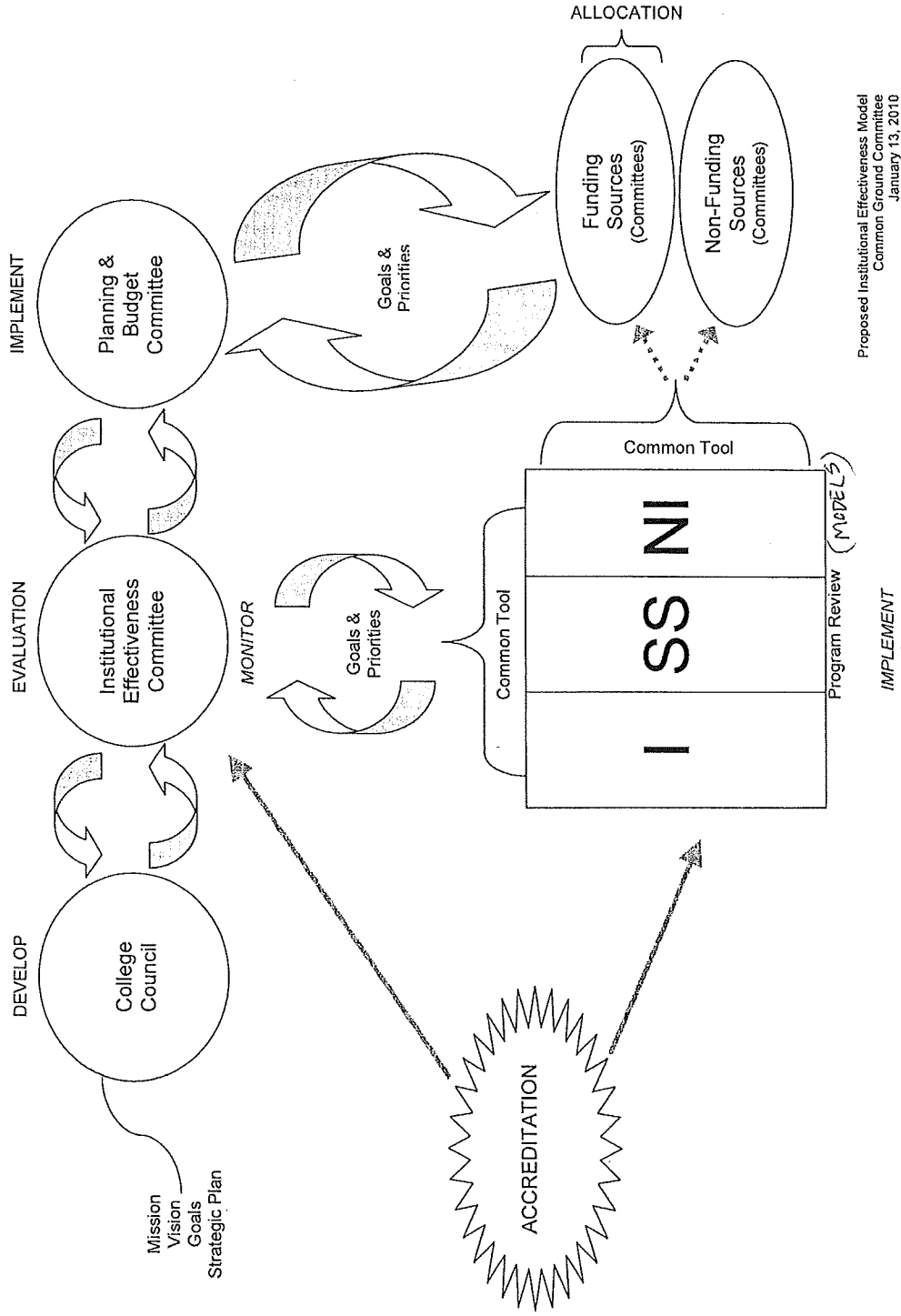


Strategic Planning Process

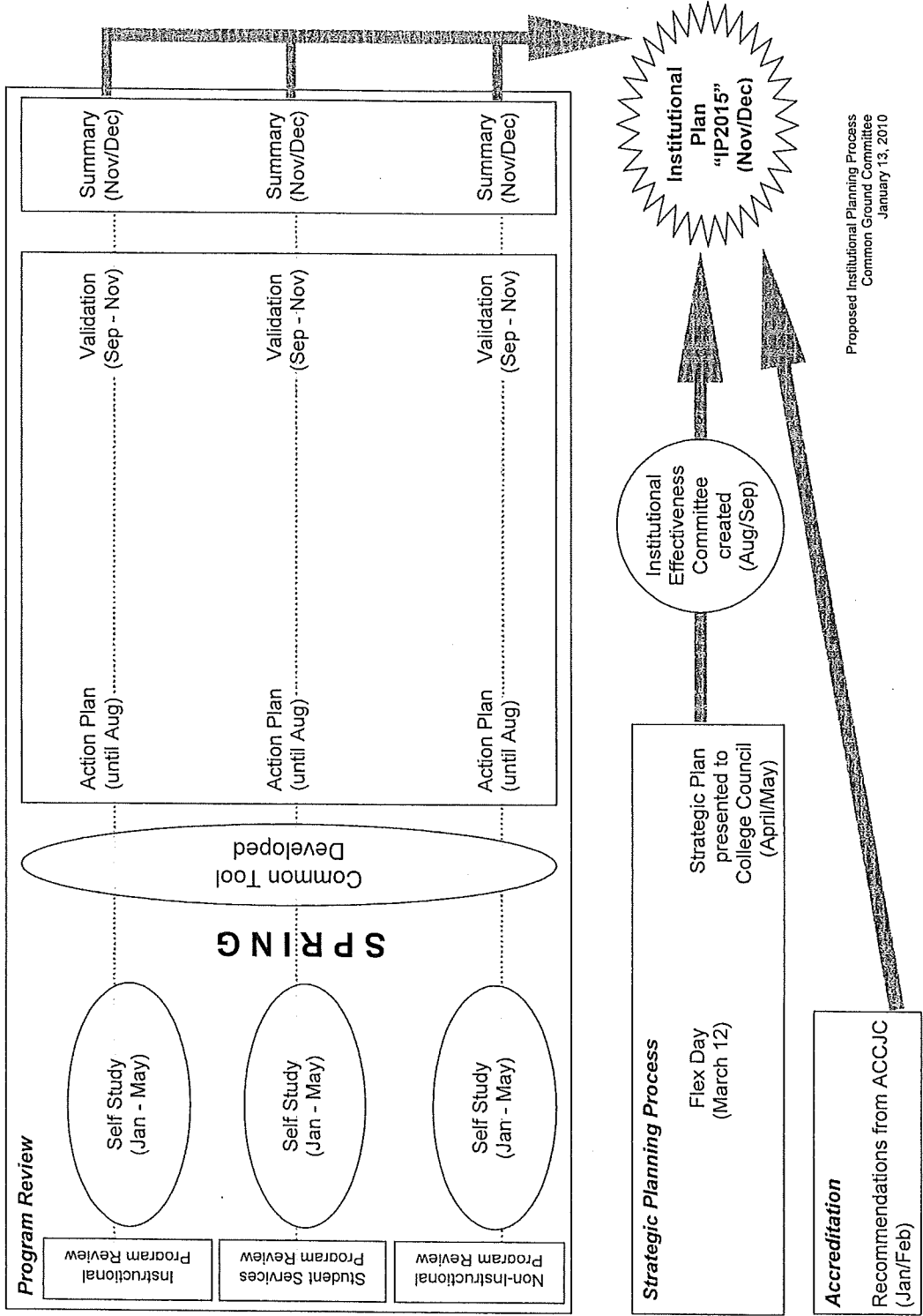


Proposed Process for Strategic Planning  
"Common Ground" Ad-Hoc Committee  
January 13, 2010

*Accreditation*



Proposed Institutional Effectiveness Model  
Common Ground Committee  
January 13, 2010



Proposed Institutional Planning Process  
Common Ground Committee  
January 13, 2010