



INNOVATION AND PLANNING COUNCIL
MINUTES

February 10, 2004

The regular meeting of the Cuyamaca College Innovation and Planning Council was held on Tuesday, February 10, 2004 at 3:00 p.m. in the F106.

Members Present: Geraldine Perri, Joan Burak, Ezequiel Cardenas, Chuck Charter, Cristina Chiriboga, Maggie Gonzales, Barbara Modica, Angela Nesta, Arleen Satele, Pat Setzer, Al Taccone, Peter Utgaard, and Kristin Zink

Absent: David Agosto, Mark Meador and Patricia Santana

Deferred.

Recommendations
 from Policy &
 Procedure Committee

President Perri introduced the new Administrative Services Dean, Arleen Satele.

Introductions

President Perri asked for suggestions on how best to communicate to the campus, regarding IPC updates. It was recommended that IPC updates be considered as part of the monthly Staff Bulletin.

Collegewide
 Communication

President Perri reviewed the Ballot Measure Summary and the importance of each proposition.

Ballot Measure
 Summary

Dr. Chiriboga distributed a draft of the suggestions for activities which represented all of the suggestions from the staff development week brainstorming sessions. The District Institutional Research Office will turn the draft into a survey for campuswide distribution. She explained the process of addressing the items that rank highest from survey results. IPC was asked to review the list and submit their suggestions to Dr. Chiriboga by February 11th.

Strategic Plan Update

IPC was reminded that February updates for the Annual Implementation Plan are due to the President's Office by February 17th.

AIP Updates due
 2/17

Dr. Perri reviewed the College Update dated 2/2/04 covering the following areas:

College Update

1. Enrollment
2. College Budget
3. Key Future Legislation
4. Spring Activities

IPC was asked to consider enrollment strategies for an enrollment strategy brainstorming session at the next scheduled IPC meeting.

Enrollment Strategies

Meeting adjourned at 4:07 p.m.

Adjournment



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INNOVATION AND PLANNING COUNCIL MINUTES

February 24, 2004

The regular meeting of the Cuyamaca College Innovation and Planning Council was held on Tuesday, February 24, 2004 at 3:00 p.m. in the F106.

Members Present: Geraldine Perri, David Agosto, Ezequiel Cardenas, Cristina Chiriboga, Barbara Modica, Angela Nesta, Patricia Santana, Arleen Satele, Pat Setzer, Peter Utgaard, and Kristin Zink

Members Absent: Joan Burak, Chuck Charter, Maggie Gonzales, Mark Meador, and Al Taccone

Guest Present: Beth Appenzeller

Dr. Perri commended Dr. Appenzeller on her coordinating efforts in enrollment marketing and management. Dr. Appenzeller announced college's new marketing theme: *Growing for your future*. She also suggested identifying areas on the campus with:

- Future site of parking lot, Comm. Arts building, Student Center etc.

Mr. Agosto noted past marketing strategies and how to expand those strategies:

- Advertising - more media (Pennysaver, Reader, OH and Automotive Events)
- Target high school seniors three to four times per year
- Ads (Cox and high school newspaper)
- Billboard
- Bus Ads

New Ideas:

- Change name of college
- New facility events (highlight)
- Growing demographics (target audience)
- Increase ESL classes
- Price comparison with community gym
- Curriculum beyond ESL to match diversity (music, dance)
- Bookstore kiosks
- Upgrade PE Cybex machines
- College schedule dispensers
- Promotion ideas (best kept secret)
- Utilize Cox station
- Link with County channel

Enrollment
Strategies

- Market on-line courses to the military
- Make Information Office a Welcome Office
- Use kiosks more effectively to provide information
- Use kiosks to provide directions to student center
- Utilize college event & community events on campus as opportunities for marketing
- Public relations office

IPC received copies of the outreach efforts already being used. Dr. Appenzeller displayed actual marketing materials and samples of promotional items distributed during campus tours. Handouts included:

- High school and community relations department
- Spring 2004 enrollment related activities

The Draft February 2004 Annual Implementation Plan update was attached to the agenda for individual review and updating.

AIP Update

Vice President Chiriboga distributed the timeline for the Strategic Plan. The District requires a draft of the college's strategic plan in April.

Strategic Plan Sequencing

The District FTES committee will be meeting on March 8, 2004. FTES of 17,566 cap is funded for the district. Dr. Perri explained the implication of growing 10, 5 or 2.5% over the college's FTES goal of 5350. It was the consensus to advocate for 5% growth over '03-04 goal of 5340 FTES.

FTES Goals 04/05

To grow over 5350 cap:

- 10% = 535 FTES
- 5% = 267 FTES
- 2.5% = 133 FTES
- 1.3% = 66 FTES

Meeting adjourned at 4:35 p.m.

Adjournment



**INNOVATION AND PLANNING COUNCIL
MINUTES**

March 9, 2004

The regular meeting of the Cuyamaca College Innovation and Planning Council was held on Tuesday, March 9, 2004 at 3:00 p.m. in the F106.

Members Present: Geraldine Perri, David Agosto, Joan Burak, Ezequiel Cardenas, Cristina Chiriboga, Maggie Gonzales, Barbara Modica, Angela Nesta, Patricia Santana, Arleen Satele, Pat Setzer, Al Taccone, Peter Utgaard, and Kristin Zink

Members Absent:, Chuck Charter and Mark Meador

Administrative Council met on March 5th for a special Enrollment Strategy Workshop, the recommendations generated by Administrative Council are being added to the existing Enrollment Strategies Grid and will be reviewed at the next IPC meeting.

Enrollment
Strategies Grid

Dr. Perri reviewed the spring census FTES projection dated 2/23/04. Thirty eight classes were added to the 2nd eight-week schedule. Council also received copies of:

FTES Census
Report

- 2004-2005 GCCCD total resident FTES
- Analysis of FTES allocation option

Dr. Perri discussed FTES goals for 2004-05 for Cuyamaca College. The college will be required to generate 5491 FTES (an increase of 141 FTES), which represents 30.36% of the district allocation model plus. The 141 plus the 106 deficit from 2003-04 equals 347 FTES for 2004-05.

FTES Goals '04-05

Vice President Chiriboga distributed the Strategic Plan Survey. The deadline to submit surveys is 3/17. The results will be tabulated by the District Office of Institutional Research; and Innovation and Planning Council will review the raw data. By mid-April a draft of the strategic plan should be available for review by constituent groups as submitted by the Strategic Plan Writing Sub-Committee. Innovation and Planning Council also requested seeing the deleted items as well.

Strategic Plan

Vice President Chiriboga indicated that the accreditation and self study recommendations are being culled together for the mid-term report. Academic Senate, Classified Senate and Administrative Council will view the report prior to Innovation and Planning Council's review. The draft will be sent electronically.

Accreditation Mid-
Term Report

Council was asked to submit their updates for the AIP as soon as possible for review at the next Innovation and Planning Council meeting.

Annual
Implementation
Plan

Recommendations from Policy & Procedure:

Recommendations
from Policy &
Procedure

1. Delete the Landscape Maintenance Committee. This committee will be merged with the Facilities Committee to address the college's facility priorities and operational issues. M/S/A to delete the committee.
2. This committee advises and makes recommendations to the Dean of Administrative Services on facility related college priorities and operational issues. This committee reviews data, plans and factors affecting campus facilities, including operational issues related to parking, landscaping, physical access and general facility-related matters impacting Grounds, Maintenance, Custodial Operations and facilities development. This committee ensures that the college's Value of the Natural Environment is addressed. M/S/A to accept the Facilities Committee as presented.

Ms. Santana reminded the IPC of the upcoming Cuyamaca College Foundation Dinner Dance on April 17th. The Foundation has given \$30,000 for a marquee. Department baskets are due April 2nd and donations for auction items are welcomed. An appeal for business contacts to provide donation was also given.

Announcements

Meeting adjourned at 4:00 p.m.

Adjournment



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**INNOVATION AND PLANNING COUNCIL
 MINUTES**

March 23, 2004

The regular meeting of the Cuyamaca College Innovation and Planning Council was held on Tuesday, March 23, 2004 at 3:00 p.m. in the F106.

Members Present: Geraldine Perri, David Agosto, Joan Burak, Ezequiel Cardenas, Cristina Chiriboga, Barbara Modica, Angela Nesta, Patricia Santana, Arleen Satele, Pat Setzer, Al Taccone, Peter Utgaard, and Kristin Zink

Members Absent:, Chuck Charter, Kalani Creutzburg, Maggie Gonzales, and Bill Stanford,

Guests Present: Maria Mendoza, and Caroline Vanlandingham in for Maggie Gonzales

Dr. Perri indicated that the Enrollment Strategies Grid represented a compilation of several brainstorming sessions. Dean Appenzeller has been given a copy of the grid. The new marketing theme is "Growing for Your Future". The list has been divided amongst the various divisions. Vice President Chiriboga will be sharing the grid with Instructional Council. The district is currently pursuing signage on the freeway. Student Services will be mailing summer schedules to high school seniors.

Enrollment
 Strategies Grid

Innovation and Planning Council introduced themselves to Maria Mendoza, Title III Director. IPC received a briefing on the Title III project and the various components of the grant.

Title III Update –
 Maria Mendoza

IPC received a draft copy of the Accreditation Midterm Report. The first effort of the report is to focus on content and quality of the responses. A draft of the report has to be to the district by April. Responses and revisions should be forwarded to the Vice President of Instruction within the next 10 days. Edits should be sent by hard copy as opposed to electronic transmissions.

Accreditation Draft
 Midterm Report -
 Chiriboga

The deadline to submit the Strategic Plan Survey was extended to March 23rd, approximately 1/3 of the college community responded.

Strategic Plan

Meeting adjourned at 4:12 p.m.

Adjournment



**INNOVATION AND PLANNING COUNCIL
MINUTES**

April 13, 2004

The regular meeting of the Cuyamaca College Innovation and Planning Council was held on Tuesday, April 13, 2004 at 3:00 p.m. in the F106.

Members Present: Geraldine Perri, David Agosto, Joan Burak, Ezequiel Cardenas, Chuck Charter, Cristina Chiriboga, Barbara Modica, Angela Nesta, Patricia Santana, Arleen Satele, Pat Setzer, Al Taccone, Peter Utgaard, and Kristin Zink

Members Absent: Kalani Creutzburg, Maggie Gonzales, and Bill Stanford

Innovation and Planning Council received copies of the following:

- Progress Report: Strategic Plan 2005-2010
- Actual Strategic Planning Survey – Spring 2004
- Raw data from the Strategic Planning Survey
- Spring 2004 Strategic Planning Survey Results
- Strategic Planning Survey Spring 2004 Results
- Strategic Plan - 2001-2004
- Strategic Plan - 2005-2010 Draft
- IPC Writing Team Deleted Items

Strategic Plan
2005-2010

Vice President Chiriboga reviewed the process of developing the new strategic plan. A 3.0 cut-off score was established for the survey. All survey items that resulted in an average score of 3.0 or better will be included in the strategic plan.

IPC agreed to review activities to ensure they align best with their respective values.

IPC was asked to review the strategic plan draft and bear in mind that the document is geared toward the public. Responses should be sent to Vice President Chiriboga within a week.

Vice President Chiriboga stated that the suggestions received were more of an edit nature. Each Council Member provided information on how the report was shared with their constituent group. Mr. Setzer will take the draft to the next Academic Senate meeting.

Midterm
Accreditation
Report

President Perri asked if there were any revisions/comments – none noted.

Annual
Implementation
Plan

President Perri indicated that an IPC Newsletter was developed to address the concerns that information from IPC be more broadly disseminated campus-wide.

Tentative Budget was reviewed, next year, the college anticipates a shortfall of close to one million dollars.

Meeting adjourned at 4:25 p.m.

IPC Update

Tentative Budget

Adjournment



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INNOVATION AND PLANNING COUNCIL
MINUTES

April 27, 2004

The regular meeting of the Cuyamaca College Innovation and Planning Council was held on Tuesday, April 27, 2004 at 3:00 p.m. in the F106.

Members Present: Geraldine Perri, David Agosto, Ezequiel Cardenas, Chuck Charter, Cristina Chiriboga, Barbara Modica, Angela Nesta, Arleen Satele, Pat Setzer, Al Taccone, Peter Utgaard, and Kristin Zink

Members Absent: Joan Burak, Kalani Creutzburg, Maggie Gonzales, Patricia Santana, and Bill Stanford

Dr. Perri brought forward recommendations from the Policy & Procedures Committee:

1. Delete Technology Policy & Procedure Committee – M/S/A
2. Change charge and composition of Technology Plan Committee – M/S/A
3. Add Student Service Master Plan Committee - Vice President Agosto provided the history and need for the Committee - M/S/A
4. Student Gender/Equity Committee – Vice President Agosto gave a brief description of the need for the committee and how the committee relates to the District committee – M/S/A
5. Shared Governance Change - Academic Senate President Setzer indicated that Academic Senate faculty appointments be amended to read “committee councils are for two-year terms” – M/S/A

Recommendations from Policy & Procedures

Vice President Chiriboga thanked IPC for their dissemination of the Strategic Plan draft. Revisions were received and no substantive changes were noted. The plan will be submitted to the Districtwide Strategic Planning and Budget Committee. Preparations are underway to format the plan. M/S/A to accept the plan as presented

Strategic Plan

The District will align the Strategic Plan for both colleges into a District Strategic Plan.

Vice President Chiriboga reported that drafts were sent campus-wide. No substantive changes were received and Academic Senate reviewed and approved the document. She distributed copies of the Statement of Report Preparation. M/S/A to accept Midterm Report as presented.

Midterm Report

Dean Satele reported that the '04/05 tentative budget allocation has been received. The current shortage is at \$900. Dr. Perri gave background on the budget process. IPC received and reviewed copies of the Cuyamaca

Budget 04/05 Overview

College Tentative Budget FY 04/05.

IPC discussed review of the budget model.

Meeting adjourned at 4:25 p.m.

Adjournment



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INNOVATION AND PLANNING COUNCIL
MINUTES

May 11, 2004

The regular meeting of the Cuyamaca College Innovation and Planning Council was held on Tuesday, May 11, 2004 at 3:00 p.m. in the F106.

Members Present: Geraldine Perri, Joan Burak, Ezequiel Cardenas, Chuck Charter, Cristina Chiriboga, Barbara Modica, Angela Nesta, Patricia Santana, Pat Setzer, Bill Stanford, Al Taccone, and Kristin Zink

Members Absent: David Agosto, Maggie Gonzales, Arleen Satele and Peter Utgaard

Guest Present: Rocky Rose in for Maggie Gonzalez

Vice President Chiriboga provided an update on the Accreditation process.

- The college's midterm report will be forwarded to the Governing Board for the July meeting.
- Fall 2007 – next accreditation site visit
- Spring 2007 – self-study due to Accrediting Commission
-

The self-study format, organization and timelines for completion will be coordinated districtwide. The proposed college structure for preparing the report will parallel past practices (including the establishment of a steering committee, thematic subcommittees, and steering committee faculty co-chair on reassigned time). Council received and reviewed the self-study packet. Accreditation standards were changed from 10 to 4, however, each of the four standards have six themes. The self-study committees will be organized according to themes to address four standards. A request for proposal (RFP) for a faculty accreditation co-chair will be sent to all faculty. Vice President Chiriboga asked IPC to review the document and provide input. It was the consensus to announce the opening for the in fall 2004. Dr. Cardenas suggested clerical assistance for each theme. Vice President Chiriboga indicated that the clerical assistant for the administrator on each theme can be responsible for the theme's document preparation.

IPC received a draft of the AIP and was asked to provide input for outstanding items by June 2nd.

IPC received copies of the latest college strategic plan. Mr. Setzer provided an update from the District Wide Planning & Budget Committee. Dr. Phillips will review and provide suggestions on how to merge the

Accreditation 2007
 Self-Study Process
 & Timelines

Annual
 Implementation
 Plan

Strategic Plan

strategic plans from both colleges to form a district strategic plan.

Recommendations from Policy & Procedures Committee – Mr. Setzer gave a brief overview of the necessity to increase the composition from three to four faculty representatives. M/S/A.

Announcement – Vice President Chiriboga invited IPC to the Vice President’s BBQ.

Meeting adjourned at 4:07 p.m.

Tutoring Advisory
Committee

First Annual Vice
Presidents BBQ

Adjournment



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**INNOVATION AND PLANNING COUNCIL
 MINUTES**

September 14, 2004

The regular meeting of the Cuyamaca College Innovation and Planning Council was held on Tuesday September 14, 2004 at 3:00 p.m. in the F106.

Members Present: Beth Appenzeller, Ezequiel Cardenas, Cristina Chiriboga, Jan Ford, Susan Haber, Kathy McWilliams, Barbara Modica, Angela Nesta, Geraldine Perri, Patricia Santana, Arleen Satele, Bill Stanford, Jim Wales and Kristin Zink

Guests Present: Diane Kew attending for Maggie Gonzales

The final FTES Report is critical, as it is the basis for determining the college's budget and establishing college's upcoming year's budget baselines. The '04-05 FTES growth goal is a little over 3% or 5520 (+170) FTES. Faculty and staff have been encouraged to submit creative ideas to cost effectively increase enrollment.

Final FTES Report

Dr. Perri distributed and reviewed the President's update to IPC. She discussed the elements of the 2004-05 State Budget. The preliminary '05-06 budget looks promising with \$80 million for Partnership For Excellence.

State Budget Update

Dr. Perri distributed and reviewed the Cuyamaca College budget as presented to the Governing Board on 9/7/04. The adoption budget will be a board item at the 9/21 meeting.

College Budget Update 2004-05

Interim Vice President Jim Wales gave a brief background on the Student Equity Plan. The Student Equity Committee is close to finalizing the plan to present to the Governing Board for approval. Mr. Wales will distribute a draft of the plan to IPC for review by constituent groups. IPC should expect to receive the draft by 9/21.

Student Equity Report Status - Wales

Dr. Perri expressed her appreciation to Dr. Chiriboga for the Accreditation Midterm Report. A copy will be available at the Library's Circulation Desk.

Accreditation Midterm Report

Deferred until 9/28/04.

Annual Implementation Plan Activities for 2004/2005

Meeting adjourned at 3:52 p.m.

Adjournment



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INNOVATION AND PLANNING COUNCIL
MINUTES

September 28, 2004

The regular meeting of the Cuyamaca College Innovation and Planning Council was held on Tuesday September 28, 2004 at 3:00 p.m. in the F106.

Members Present: Beth Appenzeller, Ezequiel Cardenas, Cristina Chiriboga, Jan Ford, Maggie Gonzeles, Susan Haber, Barbara Modica, Angela Nesta, Geraldine Perri, Patricia Santana, Arleen Satele, Bill Stanford, Jim Wales and Kristin Zink

Members Absent: Diane Kew

Dr. Perri distributed the Annual Implementation Plan 2003-04 Final Report dated September 2004. The plan represents a close-out of the Strategic Plan 2001-2004. The report is a streamlined version of the previous format. Activities with an “ongoing” in the “status” section of each item indicate that the activity has been institutionalized. The “in progress” status indicates a carryover to the 2004-05 Annual Implementation Plan. Council was asked to read through the report and forward any comments to the president.

Annual
 Implementation
 Plan Final Report
 03-04

Referring to the Cuyamaca College Strategic Plan 2004-2010, Dr. Perri indicated that the Draft AIP 2004-05 contains all of the carry-over items from the 2003-04 AIP, as well as, new activities from the current Strategic Plan 2004-10. With the focus on meeting the enrollment goals in '04-05, each President’s Cabinet member chose 2-3 planned activities that would support meeting enrollment goals. Council was asked to review the Draft and provide feedback as to the viability of accomplishing the activities listed, whether some activities should be deferred or if there should be additional activities. Council was asked to consider budget requirements associated with activities.

Draft Annual
 Implementation
 Plan 04-05

Jan Ford suggested keeping the planned activity “continue to solicit grants from state, federal, foundation and cooperate sources” in the forefront as the college continues to need resources. Dr. Perri indicated that grant development is a primary responsibility of the now vacant Executive Dean and agreed to add the activity to the AIP.

Beth Appenzeller suggested identifying items to address each year until the year 2010 for future Annual Implementation Plans. Dr. Perri to work with President’s Cabinet to map out planned activities as suggested for each year until 2010.

Meeting adjourned at 3:40 p.m.

Adjournment



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 T H E F U T U R E

INNOVATION AND PLANNING COUNCIL MINUTES
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October 12, 2004

The regular meeting of the Cuyamaca College Innovation and Planning Council was held on Tuesday October 12, 2004 at 3:00 p.m. in the F106.

Members Present: Beth Appenzeller, Ezequiel Cardenas, Cristina Chiriboga, Jan Ford, Maggie Gonzales, Susan Haber, Diane Kew, Kathy McWilliams, Barbara Modica, Angela Nesta, Geraldine Perri, Patricia Santana, Arleen Satele, Chris Slusher, Bill Stanford, Jim Wales and Kristin Zink

Members Absent: None

Additional 2 For 1 Coffee Coupons were distributed by Arleen Satele to help promote the new Peabody's Organic Coffee Cart here on campus.

Coffee Coupons

Dr. Perri circulated the **Student Equity Plan** (Draft Review) that was prepared by Jim Wales. His plan was to have each constituent group have a copy, and then come back together with either their approval or recommendations. After it has been through all the constituent groups, it will be sent to the Chancellor for Board approval prior to state submission.

Student Equity Plan

The IPC group then reviewed the document in detail as Jim walked them through a sampling of students and their success rates. Suggestions were made to clarify findings. Angela Nesta informed the group that this document can be stored in the LRC. The group thanked Jim Wales for his in-depth presentation of the plan.

Dr. Perri then reviewed the **Annual Implementation Plan 2004-05 Final Report** dated September 2004. She thanked members for their final touches on this document.

Annual Implementation Plan Final Report 03-04

Dr. Perri review some of the final changes made since the last IPC meeting.

Jan Ford will distribute the AIP to the Academic Senate for their approval.

Meeting adjourned at 4:10 p.m.

Adjournment



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**INNOVATION AND PLANNING COUNCIL
 MINUTES**

October 26, 2004

The regular meeting of the Cuyamaca College Innovation and Planning Council was held on Tuesday October 26, 2004 at 3:00 p.m. in the F106.

Members Present: Beth Appenzeller, Ezequiel Cardenas, Cristina Chiriboga, Jan Ford, Susan Haber, Kathy McWilliams, Barbara Modica, Angela Nesta, Geraldine Perri, Patricia Santana, Arleen Satele, Bill Stanford, and Kristin Zink

Members Absent: Maggie Gonzales, Diane Kew, and Jim Wales

Dr. Chiriboga distributed the faculty staffing 2005/2006. Ms. Haber described the selection process for the seven recommendations for faculty positions. Dr. Perri stated that the first four positions have been released and that Dean Satele is working towards looking at the feasibility of funding additional positions. Ms. Ford indicated that the academic senate has endorsed the list as well.

1. Graphic Design
2. Communication Arts
3. Political Science
4. Philosophy

Dr. Perri commended Academic Master Plan Committee for their efforts.

Finalization of the Final '03-04 Annual Implementation is slated for November 5.

Dr. Perri highlighted the revisions and additions to the plan. She noted the architectural incorporation of the natural environment to the student center. Council asked to conduct a final review of the document with an eye towards finalization by November 5.

Dr. Appenzeller provided the details and background on the schedule debut that is scheduled for Tuesday November 9th from 10:00 am until 1:00 pm in the main quad. She displayed the cover of the class schedule and the poster for the spring 2005 class schedule debut.

Dr. Perri commended Dr. Appenzeller on the work that was done to coordinate the event.

Angela Nesta suggested a banner for the college web pages and Jan Ford asked faculty to promote the \$100 book giveaway from Academic Senate.

Meeting adjourned at 3:53 p.m.

Faculty Staffing
'05-06

AIP '03/04 Final
Report

AIP '04/05

Schedule Debut

Adjournment



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INNOVATION AND PLANNING COUNCIL
MINUTES

November 9, 2004

The regular meeting of the Cuyamaca College Innovation and Planning Council was held on Tuesday November 9, 2004 at 3:00 p.m. in the F106.

Members Present: Beth Appenzeller, Ezequiel Cardenas, Cristina Chiriboga, Jan Ford, , Diane Kew, Kathy McWilliams, , Angela Nesta, Geraldine Perri, Patricia Santana, Arleen Satele, Chris Slusher (in for Bill Stanford), Jim Wales and Kristin Zink

Members Absent: Maggie Gonzales, Susan Haber, Barbara Modica, and Bill Stanford,

Kudos and applause for Beth Appenzeller and her coordination of the schedule debut event.

Kudos

Dr. Suarez and Trustee Cutting visited IPC and introductions were made.

Introductions

Mr. Wales indicated that a second read of the document has been performed by President’s Cabinet, Academic Senate and now second review by IPC. Census by IPC to forward the Cuyamaca College Student Equity Plan to the Governing Board for approval.

Cuyamaca
 College Student
 Equity Plan -
 Wales

Dr. Perri indicated that the college has been tasked with putting together a three-year staffing plan. Dean Satele distributed a draft of the Cuyamaca College Hiring Plan Analysis. Dr. Perri gave background on the data as reflected in the plan. Dean Satele reviewed the data. Dr. Perri requested that IPC continue to review the data and provide input directly to her or to Dean Satele. Dr. Perri commended Dean Satele on the information.

Three-Year
 Staffing Plan

Dr. Perri reminded Council that the AIP ‘04/05 Outline and the Final AIP Report for ‘03/04 were sent out electronically.

FYI

Jan Ford and Patricia Santana provided a debrief on the Academic Senate meeting with Dr. Suarez and Trustee Cutting.

Update to
 Academic
 Senates meeting
 with Chancellor

Dr. Perri commended Jan Ford and the Senate officers for being proactive in addressing concerns with the Chancellor and the Governing Board.

Meeting adjourned at 3:53 p.m.

Adjournment



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INNOVATION AND PLANNING COUNCIL
MINUTES

December 14, 2004

The regular meeting of the Cuyamaca College Innovation and Planning Council was held on Tuesday December 14, 2004 at 3:00 p.m. in the F106.

Members Present: Beth Appenzeller, Ezequiel Cardenas, Cristina Chiriboga, Jan Ford, Maggie Gonzales, Susan Haber, Diane Kew, Kathy McWilliams, Barbara Modica, Angela Nesta, Geraldine Perri, Arleen Satele, Jim Wales, and Kristin Zink

Members Absent: Bill Stanford

Innovation and Planning Council received and reviewed the draft December '04 Annual Implementation Plan updates. Each activity was discussed and input and revisions were made to the document as appropriate.

Vice President Chiriboga indicated that preliminary word has been obtained that a congressional award of \$100,000 for computer technology.

Dean Satele provided an update on the phone system upgrades.

Meeting adjourned at 3:45 p.m.

Annual
Implementation
Plan Update –
December 2004

Phone System
Upgrades
Adjournment