



WEST HILLS COLLEGE LEMOORE

Planning and Governance Council
November 13, 2019 – 2:30 p.m.
Conference Rm. 256
MINUTES

Voting Members	Representing	Present	Absent
Dr. Kristin Clark	President	✓	
Derek Lopez	Faculty Representative	✓	
Rene Paredes	Academic Senate President	✓	
Eva Jimenez	Classified Staff Representative	✓	
Tiffany Hernandez	Classified Staff Representative	✓	
Callie Branan	Administrator	✓	
Deborah Soria	Administrator	✓	
Austin Minter	Student Representative	✓	
Holly Cassina	Student Representative	✓	
Cristina Cardoso	Counselor/Advisor	✓	
Cynthia Lopez	LRC Representative	✓	
Non-Voting Members	Representing		
Keith Brock	Co-Chair, BAC	✓	
VACANT	Chair, FSC		✓
Val Garcia	Chair, IESSC		✓
James Preston	Chair, PAR		✓
Maria Gonzalez	Chair, PDC	✓	
Amber Tidwell	Chair, SLOC		✓
Elmer Aguilar	Chair, Technology	✓	
Guests	Representing		
Monica Reynoso	Equity Coordinator/ASB Advisor	✓	
Oscar Villarreal	Director, Upward Bound	✓	

A. Call to Order:

This meeting was called to order at 2:35 p.m.

B. Annual Agenda Items:

1) **Review & Set 2020 Institutional- Set Standards** Dr. Kristin Clark & Kyle Crider
Kyle Crider shared the attached, "Lemoore Institutional- Set Standard Update." PGC discussed and reviewed the Set Standard Rates and agreed to:

- **Keep Course Success Rates Institutional-Set Standard at 70% and the Institutional-Set Standard Stretch Goal at 75%**
- **Change the Degrees Awarded Institutional-Set Standard to 550 degrees per year and the Institutional-Set Standard Stretch Goal to 771 degrees per year, but shift to Students Awarded (unduplicated headcount) to align with the Vision for Success Goal and Student Centered Funding Formula.**
- **Change Certificates Awarded Institutional-Set Standard to 75 certificates per year and the Institutional-Set Standard Stretch Goal to 131 certificates per year, but shift to Students Awarded (unduplicated headcount) to align with the Vision for Success Goal and Student Centered Funding Formula.**

WHCL Mission

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- **Change Transfers to Four-Year Institutions Institutional-Set Standard to 450 transfers per year and the Institutional-Set Standard Stretch Goal to 525 transfers per year.**

Kyle explained the Licensure and Job Placement Rate data has not been updated. His office will coordinate at the program level when setting the Institutional-Set Standards and Stretch Goals.

C. Approval of Minutes:

- **October 23, 2019**

Callie Branan motioned to approve the meeting minutes of October 23, 2019; Rene Paredes seconded; approved.

D. Board Policies and Administrative Procedures:

- 1) **COURTESY REVIEW ONLY: AP 5075, Course Adds and Drops (REVISED) Dr. Kristin Clark**
The committee members' acknowledged AP 5075, Course Adds and Drops (REVISED) as a courtesy review item only.
- 2) **COURTESY REVIEW ONLY: BP 2432, Chancellor Succession (REVISED) Dr. Kristin Clark**
The committee members' acknowledged BP 2432, Chancellor Succession (REVISED) as a courtesy review item only.
- 3) **COURTESY REVIEW ONLY: BP 2434, Succession Plan (PROPOSED ELIMINATION) Dr. Kristin Clark**
The committee members' acknowledged BP 2434, Succession Plan (PROPOSED ELIMINATION) as a courtesy review item only.
- 4) **COURTESY REVIEW ONLY: BP 3505, Emergency Response Plan (REVISED) Dr. Kristin Clark**
The committee members' acknowledged BP 3505, Emergency Response Plan (REVISED) as a courtesy review item only.
- 5) **COURTESY REVIEW ONLY: AP 3505, Emergency Response Plan (NEW) Dr. Kristin Clark**
The committee members' acknowledged AP 3505, Emergency Response Plan (NEW) as a courtesy review item only.
- 6) **COURTESY REVIEW ONLY: BP 3540, Sexual and Other Assaults on District Property (REVISED) Dr. Kristin Clark**
The committee members' acknowledge BP 3540, Sexual and Other Assaults on District Property (REVISED) as a courtesy review item only.
- 7) **COURTESY REVIEW ONLY: AP 3540, Sexual and Other Assaults on District Property (REVISED) Dr. Kristin Clark**
The committee members' acknowledge AP 3540, Sexual and Other Assaults on District Property (REVISED) as a courtesy review item only.
- 8) **COURTESY REVIEW ONLY: BP 5070, Attendance (PROPOSED ELIMINATION) Dr. Kristin Clark**
The committee members' acknowledge BP 5070, Attendance (PROPOSED ELIMINATION) as a courtesy review item only.
- 9) **COURTESY REVIEW ONLY: AP 5070, Attendance (REVISED) Dr. Kristin Clark**
The committee members' acknowledge AP 5070, Attendance (PROPOSED ELIMINATION) as a courtesy review item only.
- 10) **COURTESY REVIEW ONLY: AP 5530, Student Rights and Grievances (REVISED) Dr. Kristin Clark**
The committee members' acknowledge AP 5530, Student Rights and Grievances (REVISED) as a courtesy review item only.

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- 11) **COURTESY REVIEW ONLY: BP 6520, Security for District Property (REVISED) Dr. Kristin Clark**
The committee members' acknowledge BP 6520, Security for District Property (REVISED) as a courtesy review item only.
- 12) **COURTESY REVIEW ONLY: AP 6520, Security for District Property (REVISED) Dr. Kristin Clark**
The committee members' acknowledge AP 6520, Security for District Property (REVISED) as a courtesy review item only.
- 13) **COURTESY REVIEW ONLY: BP 6700, Facilities Use (REVISED) Dr. Kristin Clark**
The committee members' acknowledge BP 6700, Facilities Use (REVISED) as a courtesy review item only.
- 14) **COURTESY REVIEW ONLY: AP 6700, Facilities Use (REVISED) Dr. Kristin Clark**
The committee members' acknowledge AP 6700, Facilities Use (REVISED) as a courtesy review item only.
- 15) **COURTESY REVIEW ONLY: AP 7125, Verification of Eligibility for Employment (NEW) Dr. Kristin Clark**
The committee members' acknowledge AP 7125, Verification of Eligibility for Employment (NEW) as a courtesy review item only.
- 16) **COURTESY REVIEW ONLY: AP 7280, Emeritus Status (NEW) Dr. Kristin Clark**
The committee members' acknowledge AP 7280, Emeritus Status (NEW) as a courtesy review item only.
- 17) **COURTESY REVIEW ONLY: BP 7310, Nepotism (REVISED) Dr. Kristin Clark**
The committee members' acknowledge BP 7310, Nepotism (REVISED) as a courtesy review item only.
- 18) **COURTESY REVIEW ONLY: AP 7310, Nepotism (REVISED) Dr. Kristin Clark**
The committee members' acknowledge AP 7310, Nepotism (REVISED) as a courtesy review item only.
- 19) **COURTESY REVIEW ONLY: AP 7337, Fingerprinting (NEW) Dr. Kristin Clark**
The committee members' acknowledge AP 7337, Fingerprinting (NEW) as a courtesy review item only.
- 20) **COURTESY REVIEW ONLY: BP 7341, Sabbaticals (PROPOSED ELIMINATION) Dr. Kristin Clark**
The committee members' acknowledge BP 7341, Sabbaticals (PROPOSED ELIMINATION) as a courtesy review item only.
- 21) **COURTESY REVIEW ONLY: AP 7341, Sabbaticals (PROPOSED ELIMINATION) Dr. Kristin Clark**
The committee members' acknowledge AP 7341, Sabbaticals (PROPOSED ELIMINATION) as a courtesy review item only.

E. Information / Discussion:

- 1) **Civitas Inspire Update Dr. Kristin Clark**
Kristin Clark updated the members, a campus team has been testing the development of the newer version of our case management approach, Civitas Nex Gen Inspire. This version contains a number of features such as roster view for faculty, an early alert function, and two-way communication between faculty, counselors and staff. The goal is to start using this tool campus-wide February/March of 2020. Further details will be announced soon.
- 2) **Academic Senate Rene Paredes**
Rene Paredes announced Academic Senate will vote on the prioritization of 2020-21 faculty position requests at their next scheduled meeting and will forward the recommendations to PGC.
- 3) **Associated Student Body Holly Cassina**
Holly Cassina announced and encouraged all to attend the CANNES Movie Night, Friday, November 15, from 5:30 p.m. – 8:30 p.m. It is an outdoor screening of the movie, "Sandlot." Get free admission when you donate two canned food items to benefit the WHCL Resiliency Pantry.

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F. Report from Committee Representatives:

1) Budget Allocation Committee (BAC)

Keith Brock

Keith Brock shared the attached prioritized Annual Budget Recommendation Lists of Non-Faculty Positions, Technology and Equipment, and Professional Development. He informed the members there are two different attachments of the lists sharing the detailed and simplified versions for all to view. He informed the members, these lists are only recommendations and will be forwarded to the Executive Team for review and approval of allocation.

2) Facilities and Safety Committee (FSC)

Vacant

Kristin Clark reported FSC met and reviewed the Facilities Items List for prioritization and will soon forward the recommendations to PGC. The FSC committee discussed approving standardized desk chair options for replacement orders and the ASG proposal for decal installation on their external door to the ASG room located in the Student Union.

3) Institutional Effectiveness Student Success Committee (IESSC)

Val Garcia

Elmer Aguilar reported in Val Garcia's absence, IESSC met Friday, November 8, and continued the discussion of the Student Equity and Achievement Expense Justification Form. The committee reviewed the Pro-Active Student Support (PASS) Committee role and discussed distributing campus resource information through Student Services. IESSC also discussed Completion Teams and nudging campaign efforts.

4) Professional Development Committee (PDC)

Maria Gonzalez

Maria Gonzalez announced, PDC will meet Thursday, November 5, at 1 p.m. in Rm. 256.

5) Program and Accreditation Review (PAR) Committee

James Preston

In James Preston's absence, there was no report was given.

6) Student Learning Outcomes Committee (SLOC)

Amber Tidwell

In Amber Tidwell's absence, there was no report was given.

7) Technology Committee

Elmer Aguilar

Elmer Aguilar shared, Technology Committee met Thursday, November 7, and discussed CCC MyPath, a student onboarding platform. The committee will look into inviting a representative in the future to share more information about the product. Giselle Simon presented to the Technology Committee the Guided Pathways, Integrated Technology Infrastructure for Student Education Plans.

Other Items:

- Health Fair will be held on Tuesday, November 19, from 10 a.m. – 1 p.m. in Rm. 253
- CalWORKS/CARE Gift Drive – Donate a \$25 value gift to a child in need. Please visit Rm. 270B for more details. The deadline to donate is November 27th.

Please visit the [Eagle Answer Center](#) to view our Campus Calendar of Events.

G. Adjournment:

This meeting adjourned at 3:54 p.m.

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