

DCAP MEETING
Thomas G. Lakin Boardroom
Friday, September 30, 2016 – 8:30am

Present:

Rick Post – Chair, Linda Kama’ila – Co-Chair, Alex Kolesnik – Co-Chair (Skype), Dave El Fattal, Luis Sanchez (Skype), Ken Sherwood, Julius Sokenu (Skype), Bernard Luskin, Greg Gillespie, Kim Hoffmans, Pamela Yeagley, Gilbert Downs, Nenagh Brown

Absent: Jennifer Clark, Cynthia Azari

Guest:

Recorder: Andrea Rambo

Agenda Item		Action Due & By Whom
Welcome	R. Post called the meeting to order at 8:33 a.m.	
Approval of Minutes [September 2, 2016]	The September 2, 2016 Minutes were reviewed and approved as presented.	
Accreditation Site Visit Debrief	DCAP members reported out on their accreditation site team exit reports and discussed their commendations and recommendations.	
Strategic Plan Subcommittee 1. Membership Recommendations 2. Schedule First Meeting	R. Post indicated the Strategic Plan Subcommittee will meet when the committee membership is determined. Following discussion, the college presidents' will submit their final membership lists by October 28.	College presidents to submit the Subcommittee membership lists
FTES Taskforce Update	D. El Fattal distributed a handout, <i>VCCCD Key Budget Components</i> , and discussed targets. D. El Fattal recommended Enrollment Management Committees on the campuses. Following discussion, the college presidents will take the recommendation back to the campuses. The committee discussed the role of the FTES Taskforce. Following discussion, D. El Fattal will bring information back to DCAP to help define what the Taskforce will be. The committee discussed an AFT request to be a member of the Taskforce. Following discussion, the committee recommended that the AFT should not be involved in enrollment management.	D. El Fattal to provide information to help define the role of the Taskforce
Decision Making Handbook Update	R. Post indicated the Decision Making Handbook should be	All members to

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	<p>reviewed and modified as needed. Following discussion, the abolished position of Director of Communication/Chief of Staff will be removed from committee membership and the Public Information Officer will be included on the Emergency Preparedness Committee. Following discussion, individual areas will review the Functional Maps and bring changes to the October 28 DCAP meeting.</p>	<p>review the Functional Maps for updates</p>
<p>Integrated Planning Manual Update Discussion</p>	<p>Following discussion, the Integrated Planning Manual will be reviewed following reports from the ACCJC in Spring 2017.</p>	
<p>For the Good of the Order</p>	<p>L. Kama'ila indicated DCAP members who are not on the Strategic Plan Subcommittee will be able to send recommendations to the Committee.</p>	
<p>Future Items</p>	<p>Early Registration.</p>	
<p>Adjourn</p>	<p>The meeting is adjourned at 10:00 am.</p>	
<p>Future Meetings</p>	<p>The next meeting will take place on October 28, 2016 from 8:30-10:00am.</p>	