



Friday, January 11, 2019
Chancellor's Consultation Council

Order of the Agenda
Ventura County Community College District
761 East Daily Drive
Camarillo, CA 93010
9:00 a.m.

1. Call to Order

1.01 Call to Order

2. Review of Consultation Council Notes

2.01 Review November 30, 2018 Consultation Council Notes.

3. Board Meeting Agenda Review

3.01 Review and discuss January 22, 2019 Board of Trustees Mid-Year Review Agenda.

4. Accreditation and Planning

4.01 ACCJC Mid-Term Reports (4th Year)

4.02 Compressed Calendar Workgroup Update

4.03 IEPI Focus Area Improvement Plans

4.04 VCCCD 2020-26 Educational Master Plan

5. Other Items

5.01 Future Meetings

5.02 Future Agenda Items

6. Consultation Council Member Updates

6.01 Updates to the Council

7. Adjourn Meeting

7.01 Adjourn meeting

**Ventura County Community College District
Consultation Council Notes
November 30, 2018**

Members Present: Greg Gillespie, David El Fattal, Michael Shanahan, Patti Blair, Damon Bell, Amparo Martinez, Sebastian Szczebiot, Maria Urenda, Mike Bush (for Cynthia Azari), Renee Butler (for Nenagh Brown), Doug Thiel
Skype Call: Gilbert Downs, Kristen McCloskey, Luis Sanchez, Lydia Morales
Members Not Present: Diane Eberhardy, Nenagh Brown

Agenda Item	Summary of Discussion	Action	Assigned to:
Call to order	The meeting was called to order at 9:00 a.m.		Greg Gillespie
Review of Consultation Council Notes for November 2, 2018	The November 2, 2018 Consultation Council Notes were approved.	L. Brower to post on website.	Greg Gillespie
Board Agenda <ul style="list-style-type: none"> December 11, 2018 	<p>G. Gillespie reviewed the December 11, 2018 VCCCD Board of Trustees Organization Meeting agenda.</p> <p><i>Item 17.04 Action to Approve Abolishment of the Public Information Officer Position and Establishment of a Web Developer Position at the District Administrative Center.</i> M. Urenda requested that positions moving forward for Board approval include organizational charts that include current and future changes to ensure clarity and transparency.</p> <p><i>Item 3.01 Acknowledgement of Guests and Special Recognitions.</i> Leadership Academy participants will be added to this item and invited to attend the meeting.</p>		Greg Gillespie
<ul style="list-style-type: none"> January 12, 2018 	G. Gillespie reviewed the January 12, 2019 Board of Trustees Mid-Year Review agenda.	L. Brower to list names of Leadership Academy participants and send invitation to cohort members.	

Agenda Item	Summary of Discussion	Action	Assigned to:
	L. Sanchez suggested adding the Student Centered Funding Formula as an agenda item.		
<p>Accreditation</p> <ul style="list-style-type: none"> • ACCJC Mid-Term Reports (4th Year) • Compressed Calendar Workgroup Update • IEPI Update • Employee Survey – Modern Think • VCCCD 2020-26 Educational Master Plan 	<p>G. Gillespie distributed and discussed the ACCJC Guidelines for Preparing Institutional Reports to the Commission. The last visit was in Fall 2016; the mid-term report is due October 15, 2020. A timeline will be created for the mid-term report.</p> <p>N. Brown advised the last meeting was delayed by one month to gather additional research. There was a suggestion to send Consultation Council Members a link to meeting notes collected at the meetings.</p> <p>G. Gillespie distributed two IEPI documents: Institutional Innovation and Effectiveness Plan and List of Primary Successes and Menu of Options for Institutional Consideration and asked Area Focus Teams to complete by January 10, 2019 for distribution at the January 11, 2019 Consultation Council.</p> <p>D. El Fattal provided background of survey and advised IRAQ will finalize questions. Questions will be consistent across all colleges.</p> <p>Item moved to next meeting.</p>	<p>L. Brower to place item on 01.11.19 Consultation Council agenda.</p> <p>L. Brower to resend email with timeline to Consultation Council members.</p>	<p>Greg Gillespie</p>

Agenda Item	Summary of Discussion	Action	Assigned to:
Future Consultation Council Meetings	The next meeting is tentatively scheduled for January 11, 2019. Dates for 2019 will be set following approval of the 2019 Board of Trustees Meeting calendar at the December 11, 2018 Board of Trustees meeting.		
Future Agenda Items	Student Accountability Model		
Updates to the Council	<p>M. Urenda commented on well-attended campus meetings held for Classified staff where compressed calendar, new Board Trustees, and negotiations were discussed.</p> <p>G. Downs advised discussion of resources for emergencies took place during the Classified Senate Meeting.</p> <p>C. Azari commented on the administrator hosted breakfast for classified staff.</p> <p>A. Martinez thanked C. Azari for the recent classified breakfast, and commented on efforts to increase classified employee attendance at participatory governance meetings and planning more frequent Classified Senate meetings.</p> <p>S. Szczebiot commented on the review of prioritizations scheduled next week and fundraising activities at the holiday event.</p> <p>L. Morales commented on the recent Guided Pathways event, work on the staffing priority process, a current discussion of a senate resolution on dual enrollment, and emergency response planning.</p>		

Agenda Item	Summary of Discussion	Action	Assigned to:
	<p>K. Hoffmans commented that the student panel feedback received at the September Guided Pathways Retreat is currently under view and congratulated the VC Football team making the State Championship Conference.</p> <p>D. Bell discussed the Holiday events scheduled at Ventura College.</p> <p>D. Thiel commented on the newly elected Trustees endorsed by the AFT.</p> <p>L. Sanchez stated he was proud of the faculty, staff and administration for their response to the recent tragedies, and thanked N. Brown for organizing shelter to displaced faculty and students.</p>		
Adjourn Meeting	G. Gillespie adjourned the meeting at 11:07 a.m.		

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**Tuesday, January 22, 2019
Board of Trustees Meeting**

**Order of the Agenda
Ventura County Community College District
761 East Daily Drive
Camarillo, CA 93010
Closed Session: 4:30 p.m.
Open Session: 5:30 p.m.**

1. Regular Meeting of the Board

- 1.01 Chancellor's Recommendation of the Agenda
- 1.02 Changes to the Agenda
- 1.03 Public Comments - Closed Session Agenda Items

2. Closed Session

- 2.01 PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE (Gov. Code, § 54957); 2 cases.
- 2.02 CONFERENCE WITH LABOR NEGOTIATORS: AFT/SEIU (Gov. Code, § 54957.6).
- 2.03 PUBLIC EMPLOYEE PERFORMANCE EVALUATION - Chancellor (Gov. Code § 54957).

3. Reconvene in Open Session

- 3.01 Report of Action in Closed Session
- 3.02 Public Comments - Open Session Agenda Items

4. Reception: Guests and Recognitions

- 4.01 Acknowledgement of New Employees.
- 4.02 Recognition of Ventura County Community College District Retirees.
- 4.03 Acknowledgement of Guests and Special Recognitions

5. Student Reports

- 5.01 Student Trustee Advisory Report
- 5.02 Student Reports

6. Senate Consultation

- 6.01 Academic Senate Presidents Consultation
- 6.02 Classified Senate Presidents Consultation

7. Board Committee Reports

- 7.01 Administrative Services Committee Update.

7.02 Policy, Planning and Student Success Committee Update.

8. Informational Items

8.01 International Student Plan - Moorpark College

8.02 Higher Education Needs and Priorities - Santa Clara Valley - Consultant Report/Planning

9. Consent Calendar

9.01 Approval of Consent Calendar

10. Approval of Minutes

10.01 Approval of Minutes for the December 11, 2018, VCCCD Board of Trustees Organizational Meeting

11. Consent Calendar: Business Services/Capital Planning

11.01 Ratification of Accounts Payable and Payroll for the Period of November 8 to December 13, 2018.

11.02 Approval/Ratification of Board Purchase Order Report #7, for FY 2018-2019 from November 14 to December 18, 2018.

11.03 Approval of the acceptance of gifts for FY 2018-2019 from November 14 to December 18, 2018.

11.04 Authorization for Destruction of Records

11.05 Approval of international travel for Danita Redd, Professor of Counseling at Moorpark College, to attend and present at the Asia Pacific Career Development Association annual conference in Ho Chi Minh City, Vietnam and visit Hanoi, Vietnam, and Phnom Penh and Siem Reap in Cambodia

11.06 Approval of Acceptance of Completion of Bid 570 Moorpark College Outdoor Classroom

11.07 Approval of RFP 574 Ventura County Community College District Website Redesign

11.08 Ratification of New Contracts and Grants for Fiscal Year 2018-19

11.09 Monthly Budget Transfer Summary & Budget Amendment for the month of November 2018

12. Consent Calendar: Human Resources

12.01 Approval to Grant Sick Leave Days/Hours from Established Voluntary Sick Leave Pool for Academic Employees.

12.02 Approval to Grant Sick Leave Days/Hours from Established Voluntary Sick Leave Pool for Academic Employees.

12.03 Approval to Grant Sick Leave Days/Hours from Established Voluntary Sick Leave Pool for Academic Employees.

13. Consent Calendar: Policy, Planning and Student Success

13.01 There are no items.

14. Consent Calendar: Trustees/Chancellor

14.01 There are no items.

15. Business Services and Capital Planning

15.01 Action to Accept the Actuarial Study of Retiree Health Liabilities as of June 30, 2017 (the valuation date).

15.02 FY20 Budget Update

16. Human Resources

16.01 Action to Approve the Establishment of a Basic Needs Specialist at Ventura College.

16.02 Action to Approve Permanent Increase in Assignment for a Grant Director - Career and Technical Education at Oxnard College.

16.03 Action to Approve Sabbatical Leave Recommendations for 2019-2020 per the Agreement between the Ventura County Community College District and the Ventura County Federation of College Teachers, AFT Local 1828, AFL-CIO.

16.04 Notice of Initial Proposal by Ventura County Federation of College Teachers, AFT Local 1828, AFL-CIO, to Ventura County Community College District for Successor Agreement Negotiations.

16.05 Notice of Initial Proposal by Ventura County Community College District to Ventura County Federation of College Teachers, AFT Local 1828, AFL-CIO, for Successor Agreement Negotiations.

16.06 PLACEHOLDER: Notice of Request to Commence Negotiations by Service Employees International Union, Local 99, to Ventura County Community College District for Successor Agreement Negotiations.

17. Policy Planning & Student Success

17.01 Action to Approve New Courses, Revised Courses, New Programs, Top Code and and SAM Code Changes at Ventura College.

18. Trustees/Chancellor's Office

18.01 Board Professional Development Update

18.02 Action for Certification of School Board Representative to Vote in Election for Members of the County Committee on School District Organization.

18.03 Board of Trustees 2019 Committees and Appointments Discussion and Action.

18.04 Action to Approve Board Member Absence

19. Reports

19.01 College Reports

19.02 Trustee Reports

19.03 Chancellor Report

20. Adjournment

20.01 Adjournment



INSTITUTIONAL EFFECTIVENESS PARTNERSHIP INITIATIVE
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Institutional Effectiveness Partnership Initiative
Partnership Resource Teams
Institutional Innovation and Effectiveness Plan – Area of Focus A
 Date: 1/8/2019

Name of Institution: Ventura County Community College District

Area of Focus A	Objective	Responsible Person	Target Date for Achievement	Action Steps	Measure of Progress	Status As of Date:
A. Organizational Structure and Implementation Processes for District Services.	1. Obtain organizational structure review services through a consultant including a summary report with recommendations	Focus Area Co-Chairs and Chancellor	March 2019	a. Develop and finalize consulting proposal and contract with CBT Higher Education Consulting. Activities to occur November 2018 through March 2019	a. Completed report and recommendations.	a. Contract has been prepared and was approved by the Board at the November 13, 2018 meeting.
The following are additional guiding details to help focus the work of CBT during the review and report development process	Human Resources: 1. Improve effectiveness of temporary and permanent employee hiring processes: a. Classified b. Faculty c. Management	Michael Shanahan and HR staff	Phase 1 - June 2019 Phase 2 - TBD	Phase 1 a. Select Business Process Analysis (BPA) Consultant b. Cross representative team to review Scope of Work (SOW) with membership from all sites. c. Conduct BPA (Include Executive Leadership) d. Develop a communication plan to educate potential candidates about the hiring process. Phase 2 a. Review and prioritize recommendations from BPA b. Implement prioritized recommendations c. Implement communication plan d. Develop evaluation tools to determine effectiveness of BPA recommendations and communication plan implementations.	Phase 1 a. Business Process Analysis Completed b. Cross representative team constituted and active c. Communication plan developed Phase 2 a. Prioritized list of recommendations completed b. Prioritized recommendations implemented c. Communication plan implemented d. Evaluation tools developed and implemented	a. b.

Area of Focus A	Objective	Responsible Person	Target Date for Achievement	Action Steps	Measure of Progress	Status As of Date:
	Grants: 1. Improve the Grant Process a. Develop a new process b. Shorten the steps/time c. Clarify roles/responsibilities (DAC/College)	David El Fattal and Staff	Phase 1 - June 2019 Phase 2 - TBD	Phase 1 a. Select Business Process Analysis (BPA) Consultant b. Cross representation to review of Scope of Work (SOW) and membership from all sites. c. Conduct BPA (Include Executive Leadership) d. Develop a communication plan to educate potential candidates about the hiring process. Phase 2 a. Review and prioritize recommendations from BPA b. Implement prioritized recommendations c. Implement communication plan d. Develop evaluation tools to determine effectiveness of BPA recommendations and communication plan implementations.	Phase 1 a. Business Process Analysis Completed b. Cross representation achieved c. Communication plan developed Phase 2 a. Prioritized list of recommendations completed b. Prioritized recommendations implemented c. Communication plan implemented d. Develop evaluation tools	
	Contracts: 1. Clarify Roles/responsibilities for contract generation, review, and approval 2. Develop and implement communication and training plans 3. Determine process for legal review and support	David El Fattal and Staff	Phase 1 - June 2019 Phase 2 - TBD	Phase 1 a. Select Business Process Analysis Consultant b. Conduct BPA (Include Executive Leadership) Phase 2 a. Implement recommendations	Phase 1 a. Business Process Analysis Completed Phase 2 a. Recommendations implemented and evaluated for effectiveness	
	Institutional Effectiveness and Research: 1. Build Districtwide capacity in Institutional Effectiveness and Research that supports the Colleges and DAC. 2. Engage IRAC to work with CBT in conducting a Business Process Analysis. Clarify the roles and responsibilities of the colleges and the district office."	IRAC and Chancellor Cabinet	Phase 1 - June 2019 Phase 2 - TBD	Phase 1 a. Engage the district-wide Institutional Research Advisory Committee to work with CBT on the development of recommendations for increased district capacity in Institutional Effectiveness & Research b. Analyze recommendations for synergies and feasibility within the DAC (include Executive Leadership). Phase 2 a. Implement recommendations	Phase 1 and 2 a. Recommendations developed followed by planning and implementation.	

Request for IEPI Resources to Support Institutional Innovation and Effectiveness Plan

Applicable Area(s) of Focus <i>(Copy from table above.)</i>	Applicable Objective(s) <i>(Copy from table above.)</i>	Description of Resource Needed <i>(Refer to Action Steps above as appropriate.)</i>	Cost of Resource
1. Organizational Structure and Implementation Processes for District Services. (Area of Focus – A)	A.1. Obtain organizational structure review services through a consultant including a summary report with recommendations and integration of work across all three focus areas into a developing VCCCD 2020-2026 Educational Master Plan	Consulting services to provide organizational structure review services along with incorporation of work across all three focus areas into a developing VCCCD 2020-2026 Educational Master Plan	\$86,000
2. District-Wide Support for Workforce and Economic Development. (Area of Focus – B)	See Area of Focus B template	See Area of Focus B template	\$52,000
3. District level Student Success Performance Metrics and Planning/Program Review (Area of Focus – C)	See Area of Focus C Template	See Area of Focus C template	\$62,000
Total IEPI Resource Request (not to exceed \$200,000 per college)			\$200,000

Approval	
Chief Executive Officer	
Name:	
Signature or E-signature:	Date:

Collegial Consultation with the Academic Senate	
Academic Senate President	
<i>(As applicable; duplicate if needed for district-level I&EP)</i>	
Name:	
Signature or E-signature:	Date:



INSTITUTIONAL EFFECTIVENESS PARTNERSHIP INITIATIVE
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Institutional Effectiveness Partnership Initiative
Partnership Resource Teams
Institutional Innovation and Effectiveness Plan – Area of Focus B
 Date: 1/8/2019

Name of Institution: Ventura County Community College District

Area of Focus - B	Objective	Responsible Person	Target Date for Achievement	Action Steps	Measure of Progress	Status As of Date:
District-wide Support for Workforce and Economic Development	1. Clarify and establish the college and district roles and responsibilities related to Economic Workforce Development (EWD) to increase effectiveness within the VCCCD internal and external stakeholders.	a. VCCCD Chancellor b-c. CTE Deans and CEC Committee Chair, and Director, EWD	February 2019 for meeting with CBT and April 2019 to clarify a., b., and c.	1. Establish a meeting with IEPI Focus Group B and CBT Consultant Group to explore area a-c: a. Clarify the common elements and distinctions between EWD, Career Education and Contract Education in VCCCD. b. Clarify District and College roles and responsibilities in EWD, CE and Contract Education. c. Clarify college roles and responsibility in identifying use of resources in Career Education Agencies (i.e. flow of recommendations). 2. Identify processes and communication needed for alignment and synergy within the District and Community Industry Leaders/EWD Agencies (Objectives 3 and 4). Utilize feedback for recommendations from the Consultant to review the CEC charge/purpose to create a unified vision for future endeavors.	a. Recommendations received from Consultant and action-steps created for a unified approach, utilizing the clarified roles and responsibilities. b. CEC charge/purpose re-envisioned/created c. Creation of Districtwide communication processes and procedures to enhance integration of District, College, Industry leaders and EWD Agencies to enhance student success, education goal-completion and job placement. d. Update the District <i>Making Decision Handbook</i> to integrate Career Education. e. Creation of communication, collaboration, and coordination protocol.	
	2. Develop processes and protocols to increase communication, collaboration and coordination within VCCCD internal and external stakeholders.		August 2019			
	3. Review overall Career Education/EWD across the district and create a unified vision for the future.		April 2019			
	4. Define/Clarify the purpose of the CE Committee and adjust the membership and goals accordingly.		June 2019			
	5. Integrate the voice of Faculty and Staff in all elements of CE and EWD.	CTE Deans and CTE Faculty and Director, EWD	February 2019 for meeting with CBT and May 2019 to define operational procedures.	1. Establish a meeting with IEPI Focus Group B and CBT Consultant Group to define integration in the areas of: a. Faculty Negotiations b. Curriculum c. Minimum Qualifications d. Internships e. Externships f. Apprenticeships g. Hiring processes etc.	Defined operational procedures regarding integration of the listed items.	

Area of Focus - B	Objective	Responsible Person	Target Date for Achievement	Action Steps	Measure of Progress	Status As of Date:
	6. Integrate Faculty and Staff to identify work life balance issues specific to Career Education.	CTE Deans and CTE Faculty	February for meeting with CBT and August 2019 to develop procedures.	1. Establish a meeting with IEPI Focus Group B and CBT Consultant Group to: <ol style="list-style-type: none"> a. Clarify the roles for Faculty and Staff in Career Education. b. Identify the impact on Classified Staff in Career Education. c. Faculty wage compensation structure. d. Faculty Lab hour compensation structure. e. Advisory Board requirements. f. Pace of curriculum design that align with current and emerging industry needs. g. Continual professional Development. h. Track employment data for students. i. Grant-related responsibilities such as budgeting, reporting and resource request. 	Clear procedures and agreements that define the listed points	

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Request for IEPI Resources to Support Institutional Innovation and Effectiveness Plan

Applicable Area(s) of Focus <i>(Copy from table above.)</i>	Applicable Objective(s) <i>(Copy from table above.)</i>	Description of Resource Needed <i>(Refer to Action Steps above as appropriate.)</i>	Cost of Resource
District-wide Support for Workforce and Economic Development	<ol style="list-style-type: none"> 1. Clarify and establish the college and district roles and responsibilities related to Economic Workforce Development (EWD) that is needed to increase VCCCD effectiveness with external stakeholders. 2. Develop processes and protocols to increase communication, collaboration and coordination with VCCCD and external stakeholders. 3. Review overall Career Education/EWD across the district and create a unified vision for the future. 4. Define/Clarify the purpose of the CE Committee and adjust the membership and goals accordingly 5. Integrate the voice of Faculty and Staff in all elements of CE and EWD. 6. Faculty and Staff discussion to identify work life balance issues specific to Career Education. 	Utilize CBT Consultant Group to: <ol style="list-style-type: none"> 1. Clarify the common elements and distinctions between EWD, Career Education and Contract Education in VCCCD. 2. Clarify District and College roles and responsibilities in EWD, CE and Contract Education 3. Clarify college roles and responsibility in identifying use of resources in Career Education Agencies (i.e. flow of recommendations). 4. Identify processes and communication needed for alignment and synergy within the District and Community Industry Leaders/EWD Agencies. 5. Utilize feedback for recommendations from the Consultant to review the CEC charge/purpose to create a unified vision for future endeavors. 6. Conduct focus groups and/or interviews of Faculty and Staff in all elements of CE and EWD. 7. Conduct focus groups and/or interviews of Faculty and Staff to identify work life balance issues specific to Career Education workload. 	Not to exceed: \$52,000
Total IEPI Resource Request (not to exceed \$200,000 per college)			\$52,000

Approval	
Chief Executive Officer	
Name:	
Signature or E-signature:	Date:

Collegial Consultation with the Academic Senate	
Academic Senate President	
<i>(As applicable; duplicate if needed for district-level I&EP)</i>	
Name:	
Signature or E-signature:	Date:



INSTITUTIONAL EFFECTIVENESS PARTNERSHIP INITIATIVE
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**Institutional Effectiveness Partnership Initiative
 Partnership Resource Teams
 Institutional Innovation and Effectiveness Plan – Area of Focus C
 Date: 1/8/2019**

Name of Institution: Ventura County Community College District

Area of Focus - C	Objective	Responsible Person	Target Date for Achievement	Action Steps	Measure of Progress	Status As of Date:
District Level- Student Success Performance Metrics (SCFF) and Planning	1. Develop performance metrics aligned with CCCCO Student Centered Funding model.	a. IRAC Co-Chair b. DCAS Co-Chair c. Chancellor as lead for CCC	Begin meetings in January 2019 with implementation recommendations and plan by June 2019	a. Review and identify common elements of Student Centered Funding model lead by IRAC taskforce/subgroup b. Hire a consultant to explore the alignment of VCCCD data, analyze current effectiveness, and project revenues associated with SCFF metrics. c. Discuss best approach to obtain predictive analytics (software, data science, consultant, etc...) d. Identify processes and communication needed to recommend a new Allocation Model to include elements such as: how to address students who attend more than one campus and guiding principles. e. Explore the design of a data warehouse.	a. Taskforce has identified the district/college data elements aligning with the SCFF. b. Cambridge West hired as a consultant.	a. b.
	2. Establish a program review and planning process for District service units.	a. Chancellor, Vice Chancellors, and Administrative Officer	June 2019 followed by completion of reviews in October 2019	a. VC, OC, & MC presentation of college's Service Unit Program Review processes to DAC. b. Professional Development for DAC employees related to program review. c. Develop a taskforce for creating a timeline, outcomes, processes, and forms for DAC program review.	a. Service Unit program review template and process developed b. Conduct the VCCCD program review in Fall 2019 with completion by October 2019.	a. b.

Request for IEPI Resources to Support Institutional Innovation and Effectiveness Plan

Applicable Area(s) of Focus (Copy from table above.)	Applicable Objective(s) (Copy from table above.)	Description of Resource Needed (Refer to Action Steps above as appropriate.)	Cost of Resource
District Level- Student Success Performance Metrics (SCFF) and Planning	Develop performance metrics aligned with CCCCCO Student Centered Funding model.	Hire a consultant to explore the alignment of VCCCD data, analyze current effectiveness, and project revenues associated with SCFF metrics.	\$18,000
District Level- Student Success Performance Metrics (SCFF) and Planning	Develop performance metrics aligned with CCCCCO Student Centered Funding model.	Explore the design of a data warehouse.	\$10,000
District Level- Student Success Performance Metrics (SCFF) and Planning	Establish a program review and planning process for District service units.	Professional Development for DAC employees related to program review. Hire a subject matter expert to assist with program review.	\$8,000
District Level- Student Success Performance Metrics (SCFF) and Planning	Establish a program review and planning process for District service units.	Food for Program Review presentations and related professional development activities.	\$1,000
District Level- Student Success Performance Metrics (SCFF) and Planning	Establish a program review and planning process for District service units.	Possible software for Service Unit Outcomes and Program Review.	\$25,000
Total IEPI Resource Request (not to exceed \$200,000 per college)			\$62,000

Approval	
Chief Executive Officer	
Name:	
Signature or E-signature:	Date:

Collegial Consultation with the Academic Senate	
Academic Senate President	
<i>(As applicable; duplicate if needed for district-level I&EP)</i>	
Name:	
Signature or E-signature:	Date: