

**Cypress College
Planning and Budget Committee
Minutes of April 24, 2014**

Present: Santanu Bandyopadhyay (EVP), Karen Cant (VP/Chair), Philip Dykstra (Dir, IR & P), Jolena Grande (AcSenate), Rod Lusch (CSEA), Jasmine Lee (Assoc Students), Grace Suphamark (CSEA), Randa Wahbe (UF), Gary Zager (AcSenate)

Absent: Patipat Suttiworasagoon (Assoc Students,), Raul Alvarez, Richard Rams, Yongmi Han,

Resource Advisors: Joyce Carrigan, Steve Donley, Rebecca Gomez, Mike Kavanaugh, Paul de Dios, Mark Majarian

Recorder: Carol Ridley

1. **Minutes**

The Minutes of March 20, 2014, were approved as written.

2. **Legacy Program**

Karen introduced the attending members of the Legacy Program to the PB Committee.

Eldon Young, Dean – Language Arts
Joseph Melodia, Program Coordinator
Renee' Ssensalo, Counselor

Santanu asked for input on the Legacy Program documents emailed to the PB Committee before the meeting. The memo from the Legacy Program Advisory Committee was distributed for review and discussion. Santanu briefly went over the action plans from the memo. Santanu shared the input received from advisory board, who said that much more can be done for the program and they are ready to help. It was stated from a Legacy member they have a plan for recruitment during student orientation in the fall. Legacy met with Cal State Fullerton as part of a project to refine assessment.

Eldon stated that Legacy students who were being tutored in math were not responding or improving, but students improved with full-time instructors. The tutoring was discontinued.

Santanu stated that demographics affect the percentage of students who enroll in the Legacy Program. Santanu reported the capacity for the Legacy Program is 27 students. PB Committee raised the question as to whether the program is succeeding. Renee' stated that the Legacy Program has not kept up with the plans and goals. In order to achieve success, the structure of the Legacy Program must be adhered to. She suggested they visit high schools, promote programs and to find ways to keep current students interested so they remain in the Legacy program. Prior years were up to capacity compared to last year. The PB Committee asked if the current Legacy students were learning at a higher rate. Santanu responded that the percentage of success will vary based on student participation. Eldon stated that when an issue arises, the Legacy Faculty is available and works with the student to resolve the matter. Santanu stated that more focus on creating interventions was needed.

A point-by-point analysis of the action plan was done. In most of the cases, self-developed plans were not adhered to by the program, although they indicated their willingness to follow the plan going forward. There was very little hard data presented to demonstrate student success.

The PB Committee asked if participant lists were reported to the Research office. A Legacy member stated that additions and deletions were not being reported at this time, but should have been.

A question was asked by the PB Committee as to what are the current findings for the SLO-CAT. No report was submitted that showed results of SLO-CAT, however the Legacy Program leaders said they would look into this.

There will be further discussion on the Legacy Program at the next meeting.

3. **One-Time Budget Requests**

Karen explained in further detail how the Direction List rankings were to be merged together. There was discussion on how the Direction Committees determined their rankings. Karen referenced that dollar amount is not an evaluation criteria. Santanu added, when making decisions, the committee can discuss points as to why an item should be moved up to a higher priority.

4. **Special Requests**

- Health Science Division – Invoices for accreditation
Committee agreed and approved funding.
- Graduation Committee – Cypress College Banner
Committee agreed and approved funding.

5. **Other**

There were no additional updates.

Meeting adjourned at 1:56 p.m.