



PASADENA AREA COMMUNITY COLLEGE DISTRICT

**COUNCIL ON ACADEMIC
AND PROFESSIONAL MATTERS**

Wednesday, August 24, 2016
11:00 AM – 12:30 PM
President's Conference Room C-233

Summary Notes

Members in attendance: R. Bell, S. Fleming, V. Foster, T. Giugni, R. Vurdien, **Absent:** R. Bell
Guest: C. Kollross, L. Norman, R. Storti

1. Call to Order

Meeting called to order at 11:02 a.m. by President Vurdien.

2. Approval of meeting notes: July 13, 2016 - approved

3. Announcements

None

4. Public Comments on Non-agenda Items

None

5. Convocation

President Vurdien stated that convocation will be similar to last year. President Vurdien requested that VP Bell and VP Giugni work with the calendar committee on the 17/18 calendar.

6. Define the Role of CAPM

The committee agreed to meet once per month.

7. Review Integrated Planning Process

C. Kollross presented the annual update initiatives for the fall (handout). The following topics will be presented to academic senate: budget, program review, enrollment management.

8. Hiring Procedure Revisions

V. Foster stated that all hiring procedures need to be reviewed. VP Norman will review procedures, and committee structures for each constituent group.

9. Food Bank

VP Storti will work with R. Smith to identify a location for the food bank.

10. Future Agenda Items

None

11. Future Meeting Dates:

Meetings will be held on the 3rd Tuesday of every month.

12. Adjournment: Meeting adjourned at 12:02 p.m.