

**Glendale Community College
Institutional Planning Coordination Committee**

**November 7, 2011
12:15 pm
AD 121
Agenda**

Call to Order

Announcements

Approval of Minutes

1. October 24, 2011 IPCC Minutes

Old Business

2. Procedure for Urgent Resource Requests Outside of Regular Timeline
3. Follow-Up Report Due March 15, 2012
4. Review of IPCC Mission Statement

New Business

5. Plan Review and Program Review: Student Services for Noncredit Students
6. Validation of Program Review Resource Requests
7. Planning Booklet/Mini-Handbook

Other

Adjournment

IPCC Mission Statement

The Institutional Planning Coordination Committee

1. Organizes the college planning process
 - a) Identifies existing plans
 - b) Develops an organizational chart for plans
 - c) Establishes timelines for when plans are due
2. Assesses the effectiveness of the planning process
 - a) Develops a template with criteria for acceptable plans
 - b) Encourages the self evaluation of plans
3. Makes recommendations for sustained continuous quality improvement
4. Develops strategies to promote campus buy-in for an integrated planning process
 - a) Updates the college Planning Handbook annually
5. Identifies trends and common needs in plans that reveal institutional needs

Committee Blue List Information:

Institutional Planning Coordination

Time and Location: Second and Fourth Mondays, 12:15 – 1:30 pm, AD 121

Senate:	Mike Scott, Senate President
Guild:	Isabelle Saber, Guild President
Joint Faculty [2]:	Margaret Mansour, Garfield faculty member Trudi Abram (to 2013-2014)
Other Faculty: Seats related to title	Alice Mecom, SLO Coordinator (VACANT), Planning Coordinator Monette Tiernan, Program Review Coordinator (VACANT), Accreditation Coordinator
CSEA [2]:	Saodat Aziskhanova, CSEA President Hoover Zariani (to 2011-2012)
Administration [8]:	Ron Nakasone, Executive Vice President, Administrative Services Rick Perez, Vice President, Student Services Mary Mirch, Vice President, Instructional Services Donna Voogt, Administrative Dean, Human Resources Alfred Ramirez, (Acting) Administrative Dean, Continuing and Community Education Edward Karpp, Dean, Research, Planning, and Grants (chair) (VACANT), Associate Dean, Continuing and Community Education Wayne Keller, Associate Vice President, Information Technology
Manager/Confidential:	Jill Lewis, Program Review Manager
ASGCC:	Hasmik Simidyan Regina Kim Nathan Neven
Resource: Non-voting	Amir Nour, Interim Controller Bill Taylor, Construction Projects
Recording Sect:	Jill Lewis, Program Review Manager