

**Glendale Community College
Institutional Planning Coordination Committee**

December 9, 2013 - 12:15 p.m. in AD121

Present: Saodat Aziskhanova, Ed Karpp, Richard Kamei, Jill Lewis, Stacey Jazan (for Sarah McLemore), Mary Mirch, Ron Nakasone, Alfred Ramirez, Isabelle Saber, Mike Scott, David Yamamoto, Yvette Ybarra

Absent: Deborah Kinley, Margaret Mansour, Rick Perez, Donna Voogt, , Hoover Zariani

Resource/ Kathy Bakhit, Michael Ritterbrown
Guests:

CALL TO ORDER

Ed Karpp called the meeting to order at 12:19 p.m.

1. APPROVAL OF MINUTES

- **MSC (Saber/Kamei)** to accept the minutes of the November 18, 2013 meeting as presented.

OLD BUSINESS

2. Accreditation Follow-Up Report Due March 15, 2014

Recommendation 1

The draft was reviewed. Ed shared the latest numbers with 76.9% of degrees and 69.0% of certificates being assessed. Examples of improvements have been added from the program review presentation to Team A. Staff awareness of our integrated processes was added to the Annual Survey. New language was included regarding additional funding sources such as the Foundation to support some resource requests and also evidence that increased dialog had led to improvements.

Recommendation 2

David reported that the latest data includes 90.1% of courses and 76% of programs as assessed. Additionally, the SLO/PLO database has shifted from selected faculty doing the data entry in spring 2012 to all faculty and staff having the ability to submit and enter data this fall. Although we were supposed to be at the "Proficiency level" with assessments by fall 2012, we agreed that we are currently moving into the "Sustainable Continuous Quality Improvement" level. More database details have been added.

Additionally, language is being finalized regarding faculty/staff involved with SLO processes and assessment cycles as part of their evaluations. David and Yvette will help with the evaluation of SLO processes.

Mary discussed the addition of the new Faculty Innovation Center and reorganization of the Learning Center with Instructional Services. Additionally, an issue surrounding student's on warning was discussed. Part of student learning should not only SLOs but also include all processes and structures across the campus, such as the SSSP. Discussions on SLOs, PLOs and ILO's could take place at student orientation. She also emphasized that we should all take a look at what is on the website and that any incorrect information should be updated.

NEW BUSINESS

3. Annual Evaluation of Program Review, Resource Allocation and Planning

The Annual Evaluation of Resource Allocation was discussed. It was decided that Ed and Jill will review this report along with the program review evaluation report for consistency with numbers and rankings.

Ed discussed the Evaluation of Planning, stating that the campus could do better with setting institutional goals and getting input from all constituent groups. Team B will approve this evaluation. The section titled "Evaluation for Improvement" of this report should be discussed by the IPCC.

ADJOURNMENT

The meeting was adjourned at 12:56 p.m.

Submitted by Jill Lewis