

**Glendale Community College  
Institutional Planning Coordination Committee**

**January 13, 2014 - 12:15 p.m. in AD121**

Present: Ed Karpp, Richard Kamei, Deborah Kinley, Jill Lewis, Stacey Jazan (for Sarah McLemore), Mary Mirch, Ron Nakasone, Rick Perez, Alfred Ramirez, Isabelle Saber, Mike Scott, Jessica Lo Guercio (as proxy for Hoover Zariani)

Absent: Saodat Aziskhanova, Marc Drescher, Margaret Mansour, Deborah Robiglio, Donna Voogt, David Yamamoto, Yvette Ybarra

Resource/ Guests: Kathy Bakhit, Monette Tiernan

**CALL TO ORDER**

Ed Karpp called the meeting to order at 12:16 p.m.

**1. APPROVAL OF MINUTES**

- **MSC (Scott/Kinley)** to accept the minutes of the December 9, 2013 meeting as presented.

**OLD BUSINESS**

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

Ed reminded the committee that the Follow-Up report is due to the President's Office today in order to be included in the Board Report for the January 28, 2014 Board Meeting.

**Recommendation 1**

Ed presented an update for assessments to date: 93.6% for degrees, 93% for certificates and 97.6% for programs. Kathy Bakhit stated that she has a list of new programs and degrees that have been approved. Ed added that we should also point out the alternative funding sources such as the Foundation, Title V, Gauss, STEM, etc. that helped to fund a large amount of resource requests from last year's program review process.

Additionally, there has been an increase in campus-wide involvement. 79% of faculty/staff stated that they were aware of resource allocation and assessment reporting in the annual campus survey. More dialog has also taken place in Academic Affairs regarding learning outcomes and improvements.

**Recommendation 2**

Mary stated that we believe we have met the rubric for proficiency level and now need to show sustainability. We have accelerated our assessments and should now focus on outcomes and curriculum based SLOs per recommendations by the SLO Committee. Our database development has assisted continuous improvement. Program review, grants and IHAC requests all provide evidence that outcome measures are being utilized.

The evaluation of SLO processes need input from the Senate (Senate Guidelines) and the SLO Committee reports to the Senate. The evaluation and fine tuning of organizational structures support student learning as ongoing. Monette made some minor corrections and of the

organizational structure and the description of the process regarding the curriculum committee, C&I and Academic Affairs.

We must also make results available on our website, such as outcomes completed on the SLO web page. We also need to check if David and Yvette have a place within the database to include where changes have been made. How the college uses SLOs should be visible for students, in orientation and by instructors to demonstrate continuous quality improvement. The annual student survey could ask if students get “the overall picture of SLOs”. Additionally, we need to acknowledge ILO’s to courses.

The IPCC website has a link to the Google Document version of the report. Committee members need to review it and make comments at the next meeting.

## **ADJOURNMENT**

The meeting was adjourned at 1:12 p.m.

*Submitted by Jill Lewis*