

**Glendale Community College
Institutional Planning Coordination Committee
Agenda**

**September 8, 2014
12:15 pm
AD 121**

Call to Order

Announcements

Approval of Minutes

1. August 11, 2014 IPCC Minutes

Old Business

2. **Accreditation Gap Analysis: Progress Reports**
The gap analysis is a tool for identifying gaps between current processes and the accreditation standards. This regular item on the IPCC agenda refers to discussion of progress on addressing the gaps.
3. **Self-Evaluation Survey for Committees: IPCC Response**
A committee self-evaluation survey was sent to governance committees in Spring 2014. IPCC should complete and approve its response to the survey at the September 8 meeting.
4. **Process for Urgent Resource Requests**
The IPCC established a process for urgent resource requests that occur outside the regular program review cycle. The process is not well understood, and questions and concerns are still being raised. IPCC should look at the process again, make improvements it finds necessary, and propose how to improve the college community's understanding of the process.
5. **Resource Request Processes: Appeals / Handling Recommendations of "No"**
IPCC should clarify how resource requests that are turned down should be handled, and if there should be a way to appeal the recommendations coming out of the resource allocation process.

New Business

6. **Timelines for Updating College Plans**
A calendar of timelines for existing and future college plans would be useful. Team B plans to discuss this issue and communicate a timeline to IPCC.
7. **Institutional Effectiveness Report 2013-2014**
Ed Karpp will present an expanded version of the Institutional Effectiveness Report that has been published since 2010. The new version focuses on collegewide effectiveness measures tied to the mission, the EMP, and institution-set standards.

8. **Addressing Concerns with Resource Request Ranking Procedures**
The Governance Review Committee has expressed some concerns about how resource requests were ranked in at least one standing committee, including that less than half of the committee members rated the requests. IPCC should look at the process and make recommendations to improve it.
9. **IPCC Mission Statement Annual Review for 2014-2015**
IPCC should review its mission statement and revise it if necessary, in accordance with governance procedures.
10. **IPCC Chair for 2014-2015**
IPCC should select its chair for 2014-2015, in accordance with governance procedures.

Other

Adjournment

IPCC Mission Statement

The IPCC models and monitors continuous quality improvement to ensure institutional effectiveness. The committee oversees college planning and program review; assesses the effectiveness of planning; makes recommendations for sustained continuous quality improvement; develops strategies to promote college-wide dialogue, discussion, and participation in the integrated planning process; and identifies trends and common needs that reveal institutional and student needs. These objectives are achieved by the strategic use of institutional data (including program review), accreditation standards, federal and state regulations, and community input as guiding principles for assessing institutional effectiveness.

approved October 14, 2013

Committee Blue List Information:

Institutional Planning Coordination

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

Senate: Andrew Young, Senate President

Guild: Richard Kamei, Guild President

Joint Faculty [2]: Deborah Robiglio, Garfield faculty member
David Yamamoto

Other Faculty: Yvette Ybarra, SLO Coordinator
Seats related to title Isabelle Saber, Planning, Program Review, and Accreditation Coordinator
Sarah McLemore, Curriculum & Instruction Co-Chair

CSEA [2]: Saodat Aziskhanova, CSEA President
Hoover Zariani

Administration [8]: Ron Nakasone, Executive Vice President, Administrative Services
Rick Perez, Vice President, Student Services
Mary Mirch, Vice President, Instructional Services
Teyanna Williams, Associate Vice President, Human Resources
Alfred Ramirez, Administrative Dean, Continuing and Community Education
Edward Karpp, Dean, Research, Planning, and Grants (chair)
Deobrah Kinley, Associate Dean, Continuing and Community Education
Marc Drescher, Chief Information Systems Officer

Manager/Confidential: Jill Lewis, Program Review Manager

ASGCC [2]: (vacant)
(vacant)

Recording Secretary: Jill Lewis, Program Review Manager