

**Glendale Community College
Institutional Planning Coordination Committee**

March 9, 2015 - 12:15 p.m. in AD121

Present: Saodat Aziskhanova, Ed Karpp, Richard Kamei,
Deborah Kinley, Jill Lewis, Mary Mirch, Ron Nakasone, Rick Perez, Alfred Ramirez,
Sarah McLemore, Isabelle Saber, Teyanna Williams, Yvette Ybarra, Andrew Young,
Hoover Zariani, Student Representatives: Gayane Iskandaryan, Arin Sadeghi

Absent: Marc Drescher, Deborah Robiglio, David Yamamoto

Guests/Resources: Michael Ritterbrown, Peter Green

CALL TO ORDER

Announcements:

Ed Karpp called the meeting to order at 12:15 p.m.
The two new student representatives: Gayane Iskandaryan and Arin Sadeghi were introduced.
GCC's Accreditation Site Visit has been changed from spring 2016 to fall 2016.
The self-evaluation report will now need to be completed by August 2016.
Ed showed a graph of the accreditation status of the California community colleges.

APPROVAL OF MINUTES

1. **MSC (Kamei/Nakasone)** to accept the minutes of the December 8, 2014 meeting.

OLD BUSINESS

2. **Accreditation Gap Analysis: Progress Reports**

Ed reviewed the list of action items on SharePoint. Isabelle asked the managers to please send any updates to her. Another GAP meeting is scheduled for March 27. The extra time should not allow us any excuses not to complete this task.

3. **Strengthening Link Between SLO/PLO/ILO Assessment and Planning (Quantitative ILO Assessment Draft)**

Yvette stated that the ILOs need to be linked to PLOs and SLOs. The PLOs in the catalogue should be reviewed and linked in April. Divisions can make adjustments if needed and then get Senate approval. Our ILOs should inform our G.E. areas.

Yvette additionally described learning outcomes at GCC. The Mission Statement includes our ILOs. Administration, instruction and student services areas need to show linkage to what our students are learning. Developing signage regarding learning outcomes at the course, program and institutional level in each classroom would also prove helpful.

Ed explained that the 2014-15 program review document collected ILO, PLO, and SLO data. Our learning outcomes database could use course assessments to show what we need to concentrate on. Yvette reported a reduction of learning outcomes (Blooms six areas of focus). Isabelle suggested that we focus on showing a cycle of improvement at our own institution and not as compared to other colleges. Ed agreed that we could use this data and then focus on one ILO for entry level and another to inform our plans. The "new" ILOs could be revised to "fit in"

to more areas, specifically Student Services. Our goal could be to get every course and program to fit into at least one ILO. To institutionalize this the ILOs could be publicized on new campus banners. Richard offered to discuss this with the Foundation for potential funding.

NEW BUSINESS

4. Communicating Planning Processes

Ed showed a video he devised to explain planning, program review and accreditation in a fairly simple matter. Other videos could include how to complete an effective program review and various other campus processes. These could be shown for campus members possibly every other Monday from 3:30 to 5:00 p.m.

5. Integrated Planning Handbook 2014-2015 Draft

Ed asked members to look at the draft of the new handbook on the IPPC website. Any potential changes should be addressed to Ed. In May we will be looking at our own Annual Goals as well as the EMP, the planning approval process, program review and plan review, the resource request allocation process, assessment of our ILOs and Team A Goals. Responsibility for any changes will also need to be assigned.

6. Annual Evaluation of Planning, Program Review and Resource Request Allocation for 2013-2014

The 2013-14 resource request cycle was completed in 1 ½ years (Fall 2013 until Winter 2015). The annual evaluation of Integrated Planning and Program Review and the Resource Request process will take place during the spring semester.

OTHER

The Academic Senate approved the Program Review Committee as a Governance Committee.

ADJOURNMENT

The meeting was adjourned at 1:21 p.m.

Submitted by Jill Lewis