Glendale Community College
Institutional Planning Coordination Committee

June 8, 2015 - 12:15 p.m. in AD121

Present: Mark Drescher, Richard Kamei, Ed Karpp, Deborah Kinley, Jill Lewis, Daphne Dionisio
(as proxy for Sarah McLemore), Mary Mirch, Ron Nakasone, Rick Perez, Alfred Ramirez,
Andy Young

Absent: Saodat Aziskhanova, Deborah Robiglio, Teyanna Williams, David Yamamoto, Yvette Ybarra,
Hoover Zariani

CALL TO ORDER

Ed Karpp called the meeting to order at 12:15 p.m.

1. APPROVAL OF MINUTES

• **[MSC] (Kamei/Kinley)** to accept the minutes of the May 11, 2015 meeting.

OLD BUSINESS

2. Gap Analysis: Progress Reports
Ed had this on SharePoint and asked for any updates. ILOs have been to Academic Affairs, and
as information to the Senate. They will also need Board approval. Sarah's new ILOs with
assessments focused on critical thinking were reviewed. The group will come up with a summary
and share it with IPCC.

3. Shared Understanding of College Strengths and Weaknesses - Update
Ed shared his own "strengths and weaknesses" document, based on an assessment perspective
to meet Standard I.B.8. We could also use our "Scorecard" for this purpose. Ed put together the
following list to get us started.

Strengths
1. High quality instruction and student services
2. Strong persistence rates
3. Strong completion rates
Weaknesses
1. Gaps in achievement rates for Latino & African American students
2. More emphasis on support for communication and marketing (we could make this
an annual goal).

Richard suggested that we share with all constituency groups. Mary suggested that we track
where people are getting their information from and determine if this is correct? In the next
faculty and staff survey we could ask "where do you get information?" The information might be
gleaned from grade or census rosters. We know that our diversity of staff, faculty and
administration is weak. Mary stated that the CCCO diversity findings revealed that student
diversity was increasing, however, faculty and staff were not making much progress. Mary
suggested that we use our Mission Statement as a starting point. Rick will brainstorm this with
his Cabinet group tomorrow. It would be good practice for us to use both surveys and focus
groups and then take it to Team A for discussion along with our annual goals.

4. **Use of Campus Profile/Data by Governance Committees.**

Using existing data, we can ask governance committees to look at this data and any trends, such as high schools, etc. The Campus Profile might include a "filtered" version of the data. Ed will put everything from the Campus Profile online. Printed copies will be reserved for special groups such as the President's Office, etc. Ed will pare the information down into something more understandable. Mary suggested that perhaps every fall Team A could work with and discuss this type of information. Ed will continue to use online format versus paper copies, etc.

NEW BUSINESS

5. **Revision of Institutional Learning Outcomes (ILOs)**

Andy is currently pushing these through governance and felt that bringing it to IPCC (now a standing committee) was the next step. #7 Application of Knowledge is being removed as it has been "embedded" in all the others. We now have six "generalized" ILOs. This was approved by the Senate on May 7, 2015

• **[MSC] (Perez/Mirch)** to approve the revised list of six ILO's.

Ed will forward this matter to the next Campus Executive meeting.

Ed shared the portal of CA.gov regarding: Institutional Effectiveness and indicator rates. The indicator rates required goals for "Fund Balance" is 5% reserves for fiscal viability. These goals will be brought together on one web page. We will have to set goals for more institutional effectiveness goal indicators in the next year. Ed will forward the link to the data to the committee. Mary suggested that we look at the information this summer.

ADJOURNMENT

The meeting was adjourned at 1:05 p.m.

Submitted by Jill Lewis