

Committee Chairs –

In our efforts to better evaluate and improve the processes of the institution, as well as address accreditation requirements, we would like to invite your committee to conduct a short self-assessment at an early Fall meeting. Please include the survey on an upcoming agenda and ensure that your minutes reflect the discussions that occur on this topic.

Each committee should complete one survey only. Each committee member should not submit a survey.

We would appreciate your feedback by the end of October 2016. Thank you in advance.

1. Committee Information

Committee Name: [Institutional Planning Coordination Committee](#)

Discussion Date(s) with Committee:

GCC's Mission Statement

Glendale Community College serves a diverse population of students by providing the opportunities and support to achieve their educational and career goals. We are committed to student learning and success through transfer preparation, certificates, associate degrees, career development, technical training, continuing education, and basic skills instruction. The college is dedicated to the importance of higher education in the evolving urban environment of Glendale and the Greater Los Angeles area. Faculty and staff engage students in rigorous and innovative learning experiences that enhance and sustain the cultural, intellectual, and economic vitality of the community.

As part of its mission, Glendale Community College is committed to student success by promoting:

- communication, critical thinking, information competency, quantitative reasoning, global awareness, and personal responsibility;
- collaboration among disciplines and openness to the diversity of the human experience;
- student services, learning support, and state of the art technology, including distance education modalities, that enable students to reach their educational goals in an efficient and timely manner.

GCC's Vision Statement

Glendale Community College is the Greater Los Angeles Region's premier learning community where all students achieve their informed educational goals through

outstanding instructional and student services, a comprehensive community college curriculum, and educational opportunities found in few community colleges.

2. Please explain how the committee's mission supports the college's mission and vision statements, and student learning.

The IPCC supports the mission of the college in several ways:

- The IPCC annually reviews the Institutional Effectiveness Report, which is structured around indicators of how well the college meets its mission, vision, goals, and standards. The IPCC allows for dialogue about the college's performance and facilitates this dialogue through other committees and structures such as Team A.
- The IPCC, in conjunction with the Learning Outcomes Committee and the Academic Senate, works to improve awareness of the college's Institutional Learning Outcomes (ILOs) as well as to improve processes for assessing learning outcomes and disseminating assessment results to the college community. Because the ILOs are part of the mission statement, these activities further the accomplishment of the mission.
- The IPCC reviews planning and other processes to improve their effectiveness and efficiency in the college's ability to achieve its mission. The committee supports student learning by clarifying and improving planning processes with the goal of improving student learning.

The committee supports student learning in its structure, by including faculty and others responsible for the assessment cycle: The SLO Coordinator, SLO Database Coordinator, Academic Senate President, and others directly involved in student learning are members of the IPCC. The committee coordinates planning by resolving timeline discrepancies among the different college plans as well as ensuring coherence in content between them. It monitors and reports on progress in plans' implementation. It coordinates processes for assessing learning outcomes and works to improve the integration of planning and assessment. IPCC also supports student learning by ensuring that programs are run efficiently through program review processes; that SLOs are developed and implemented in 100% of courses and programs to ensure quality of learning.

3. Please review previous answers to this Governance and Non-Governance Committee Surveys. How has this committee improved its processes?

The 2014 survey brought up issues with the delineation of responsibilities between IPCC and Team as well as the plan development pathway. A new plan development process was approved in 2014-2015.

The 2015 survey stated that there needs to be better communication regarding the planning processes and the plan approval process, as well as follow-through on the implementation of plans. Improving plan tracking is part of the accreditation Quality Focus Essay (QFE) and is being implemented. Communication should still be improved.

The 2015 survey also stated that the gap between learning assessment and planning must be closed. This issue is also addressed in the QFE and is being worked on.

4. Are there currently any challenges or obstacles hindering the operation of the committee? Please explain.

There needs to be more follow-through on the implementation of college plans. The gap between the assessment of learning and planning must be closed. *[Note: These comments are repeated from the 2015 survey.]*

5. Last year for this survey, committees were asked to develop and report two indicators for measuring the committee's progress in improving its processes.

Please report on the indicators for this year. How will you incorporate these indicators in the regular operations of the committee?

- Number of ILOs with assessment reports
- Program review completion rate
- Faculty/Staff Survey agreement rates:
 - I have participated in discussions of GCC's mission statement
 - The process GCC uses to develop its EMP is inclusive of everyone on campus
 - I am aware of the new integrated planning process
 - GCC's mission guides decision-making, planning, and resource allocation
 - GCC's goals are related to its mission
 - The constituency groups have a shared understanding of the college's strengths and weaknesses

6. How frequently does the committee discuss or refer to the following?

	Never	Rarely	Occasionally	Frequently
College mission and/or vision			X	
Student learning				X

Student achievement outcomes (e.g., success rates, degree/certificate completion, transfer rates)			X	
Student equity		X		
GCC's academic quality		X		
Board Policies and/or Administrative Regulations			X	
Educational Master Plan				X

7. What is the committee's assessment of its effectiveness in working toward achievement of the college's mission and goals?

- Needs improvement
- Satisfactory
- X Good
- Excellent