

INSTITUTIONAL PLANNING COORDINATOR COMMITTEE

MEETING MINUTES

April, 10, 2017

AD 121

- Present: Edward Karpp (Chair), Saodat Aziskhanova (CSEA), Anthony Culpepper (Administration), Sintia Danylian (ASGCC), Daphne Dionisio (Joint Faculty), Marc Drescher (Administration), Rachelle Gilbuena (ASGCC), Zohara Kaye (Guild), Deborah Kinley (Administration), Rick Perez (Administration), Alfred Ramirez (Administration), Michael Ritterbrown (Administration), Piper Rooney (Joint Faculty)
- Absent: Seboo Aghanjani (CSEA), Beth Kronbeck (Other Faculty), Sarah McLemore (Other Faculty), Deborah Robiglio (Joint Faculty), Andy Young (Senate), Teyanna Williams (Administration), David Yamamoto (Resource), Yvette Ybarra (Other Faculty)
- Quorum: 11/19

Call to Order: The meeting was called to order by Ed Karpp at approximately 12:15 p.m.

- I. Approval of Minutes
 - a. The Minutes from March 13, 2017 were reviewed.
 - ***It was MSC (Kaye/Kinley) that the Minutes from March 13, 2017 be approved with corrections.***
- II. Review of Subcommittee Minutes
 - a. Master Planning
 - i. There were no Minutes to review.
 - b. Program Review
 - i. There were no Minutes to review.

Old Business:

- III. Standing Progress Reports
 - a. A project tracking function has been added in Sharepoint. Three lists of projects have been added:
 - i. Progress On 2016 ACCJC Recommendations
 - ii. Progress on Action Items from 2016 Self Evaluation Report
 - iii. Progress on 2016 QFE
 - b. Responsibilities have been assigned.
 - c. Users can log into Sharepoint and find this under Accreditation.

New Business:

- IV. Template for College Plans
 - a. Daphne Dionisio and Beth Kronbeck have looked this over and suggested changes to make it simpler and clearer about what information goes into the college plan.
 - b. Plans will be treated as sub-plans to the Institutional Master Plan.
 - c. Suggested Templates are for plans that aren't required to use a different template (i.e. Chancellor's Office or Federally funded).
 - d. The committee reviewed the suggested changes:
 - i. Include the period covered by the plan and suggest that it follow (or have a pattern similar to) the Institutional Master Plan (2018-2025).
 - ii. Put together a Mission for the plan.
 1. Some of the plans only go into the strategies and do not address what kind of component of the college's activities are being addressed by the plan.
 - iii. Campus Executive was changed to College Executive in the Document.
 - iv. Correction will be made so that EMP will be changed to IMP in the document.
 - v. A statement will be added that the Mission of the plans should relate to the College Mission Statement and will also ask that it include the purpose of the plan and what population it serves.
- ***MSC (Perez/Culpepper) that the revisions be approved to the Template for College Plans with the changes/additions noted.***
- V. Public Comment on ACCJC Policy Change for Commission Actions on Institutions
 - a. Link is on the IPCC website to review the ACJCC Document.
 - b. The ACCJC is getting a lot of feedback and incorporating a lot of reform.
 - c. Up until now there were two types of actions to reaffirm accreditation:
 - i. Reaffirm Accreditation
 - ii. Reaffirm Accreditation and require a follow-up report.
 - d. There is now a proposal for a third type of reaffirmation:
 - i. Reaffirmation for 18 months and require a follow-up report.
 - ii. This reaffirmation would allow institutions to have significant deficiencies in meeting requirements or standards.
 - iii. You can be out of compliance and still be reaffirmed if you can correct those deficiencies within 18 months.
 - iv. They have had a first read on the proposal and will have a second read in June.
 - v. ACCJC is requesting feedback on its website.
 1. Everyone who is interested is encouraged to comment.
 2. Feedback form will be available until May 1, 2017.
- VI. Major Takeaways from the ACCJC Inaugural Conference
 - a. Attended by Daphne Dionisio and Anthony Culpepper.
 - b. Daphne Dionisio put together a list of bullet points.
 - i. The commission is trying to demonstrate that they are reforming their operation.
 - ii. Workgroup I: Finding ways the ACCJC can improve right now.
 - iii. Workgroup II: Carving out what the Accreditation can be like.

- iv. They are replacing all leadership.
 - 1. Currently conducting a President search.
 - 2. All Senior Leadership being replaced.
- v. Drafting policy to modify the standards.
- vi. Responding to feedback regarding safety & burden of workload.
- vii. New type of reaffirmation
- viii. Annual report reduced to 1/3.
- ix. Reducing amount of information needed in substantive changes in programs and will probably just be an online portal.
- x. Learning Outcomes
 - 1. This was a big issue at the conference.
 - 2. White Paper on I.B.6. was distributed.
 - a. The last two sentences of I.B.6. read:
The commission has determined, at the present time, it will not give compliance recommendations on this aspect of the standard requiring disaggregation of student learning outcomes.
 - i. This does not mean that an institution does not need to disaggregate its data. It means that the commission will not give compliance recommendations on the method used to disaggregate data.
 - ii. It is stressed that the disaggregation of data needs to happen.
 - 3. A statement was made that they are drafting policy to modify standards.
 - a. There is an understanding that they are going to de-emphasize the emphasis on SLOs.
- xi. Institution Set Standards
 - 1. A white paper was distributed on Institution Set Standards.
 - 2. This was our #1 recommendation.
 - 3. A lot of emphasis is placed on I.B.3. because they received a lot of Federal Pressure for the Federal Government to set the standard.
 - 4. The Federal Government wants to set the standard so that if a college doesn't meet the standard there would be consequences.
 - 5. The Commission wants to provide other ways of demonstrating to the Federal Government that the colleges are able to monitor their own performance through Institution Set Standards, Commissions Annual Monitoring of our Annual Report, Learning Outcomes Assessment, and the Quality Focus Essay.

VII. Recommendation 7: Adjunct Evaluations

- a. We received a recommendation for tracking evaluations for Adjunct Faculty.
- b. This will stay on the Agenda for an update.

VIII. Master Planning Speaker Series

- a. First Speaker , Sonya Christian, speaking on Guided Pathways, is scheduled for today, April 10, 2017.

- b. Second Speaker, Lori Sanchez, is scheduled for April 24, 2017 who will speak on the Labor Market.
- c. Scott Ochoa will be speaking on the future of the City of Glendale on April 24, 2017.

Meeting Adjourned at: 1:30 p.m.
Next Meeting: May 8, 2017
Minutes Recorded by: G. Lui