

Vision

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.

Glendale Community College Institutional Planning Coordination Committee Agenda

September 14, 2020
12:15 pm
Zoom Video Conference

Call to Order

Announcements

Approval of IPCC Minutes

1. May 11, 2020 IPCC Minutes

Review of Subcommittee Minutes

2. Team A – Undadopted Minutes from May 29, 2020
3. Program Review –
 - i. Adopted Minutes from April 21, 2020
 - ii. Unadopted Minutes from May 19, 2020

Old Business

4. ACCJC Midterm Report Draft
5. Enrollment Update
6. Incorporating Changes Due to Emergency Planning into Long-Term Planning
7. Master Planning External Speaker Series

New Business

8. Gap Analysis and Timeline for Accreditation Self-Evaluation Report
9. Compensating Faculty for ACCJC Site Evaluation Team Participation
10. Recommendation for Instructional Plan
11. College Mission Statement – Addition of Equity Language
12. Review of 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 quality improvement; develops strategies to promote college-wide dialogue and participation in the integrated planning process; and identifies trends 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.

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 quality improvement; develops strategies to promote college-wide dialogue and participation in the integrated planning process; and identifies trends 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 4, 2013
approved with changes September 12, 2016
approved with no changes September 10, 2018

Committee Blue List Information:

Chair:	Edward Karpp , Dean Research, Planning & Grants <i>votes only in the event of a tie</i>
Senate:	Roger Dickes, Senate President
Guild:	Emily Haraldson, Guild President
Joint Faculty:	Maria Czech (20-21), Garfield Faculty member
[2]	Tobin Sparfeld (23-24)
Other Faculty:	Francien Rohrbacher, C & I Coordinator ±
Seats related to position	Yvette Ybarra, SLO Coordinator ± Beth Kronbeck, Faculty Accreditation Coordinator ±
CSEA:	Narbeh Nazari, CSEA President
[2]	Seboo Aghajani (19-20)
Administration:	Anthony Culpepper, Executive Vice President Administrative Services
[7]	Michael Ritterbrown, Vice President Instructional Services Paul Schlossman, Vice President Student Services Calvin Madlock, Chief Information Services Officer Alfred Ramirez, Administrative Dean Continuing and Community Education Ramona Barrio-Sotillo, Associate Dean Continuing and Community Education
MaC:	Daphne Dionisio, Program Manager of Accreditation & Institutional Effectiveness
ASGCC:	Student reps will be appointed at the beginning of the semester
[2]	(email agendas to asvpad@glendale.edu)
Resource: Non-voting	David Yamamoto, SLO Database Coordinator ± Melissa Malandrakis, Interim Guided Pathways Classified Staff Coordinator Kevin Meza, Guided Pathways Student Services Coordinator Tom Voden, Guided Pathways Faculty Coordinator

INSTITUTIONAL PLANNING COORDINATION COMMITTEE
MEETING MINUTES
May 11, 2020
Zoom Conference

- Present: Edward Karpp (Chair), Roger Bowerman (Guild), Anthony Culpepper (Administration), Maria Czech (Joint Faculty), Erica De Leon (ASGCC), Daphne Dionisio (Manager/Confidential), Beth Kronbeck (Other Faculty), Verjine Kyababchian (ASGCC), Calvin Madlock (Admin), Kevin Meza (Resource), Narbeh Nazari (CSEA), Alfred Ramirez (Administration), Francien Rohrbacher (Other Faculty), Paul Schlossman (Administration), Frankie Strong (Resource), Yvette Ybarra (Other Faculty)
- Absent: Seboo Aghanjani (CSEA), Ramona Barrio-Sotillo (Administration), Julie Gamberg (Joint Faculty), Lara Kartalian (Resource), Michael Ritterbrown (Administration), Tom Voden (Resource), David Yamamoto (Resource)
- Guest: Stacy Jazan
- Quorum: 13/18

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 9, 2020 were reviewed.
 - ***It was MSC (Ramirez/Bowerman) that the Minutes from March 9, 2020 be approved without corrections.***
- II. Review of Subcommittee Minutes
 - a. Master Planning – Team A
 - i. No Minutes to Review
 - b. Program Review
 - i. Adopted Minutes from February 18, 2020 were reviewed.
 - ***It was MSC (Dionisio/Kronbeck) that the Adopted Minutes from the February 18, 2020 Program Review Meeting be accepted.***

Old Business:

- I. ACCJC Midterm Report Draft [**ACCJC Standard I.B.4, I.B.7, I.B.9, I.C.12**]
 - a. The Senate passed the draft of the ACCJC Midterm Report. Minor edits need to be made and some information from the Learning Outcomes Group needs to be added.
 - b. The Draft will get on the Agenda for College Executive and from there it will go to the Board in June for a first reading and in July for the second reading.
- III. Master Planning External Speaker Series
 - a. Cecilia Rios-Aguilar from UCLA was invited to speak about Guided Pathways and Careers. Due to the pandemic we will try to reschedule this as a webinar during the fall semester.

- IV. BPs and ARs Related to Planning: BP and AR 3200, 3225, and 3250 [ACCJC Standard I.B.4, I.B.7, I.B.9, I.C.12]
- a. BP 3200
 - i. BP 3200 is being renumbered to BP 1300.
 - ii. The committee reviewed the recommended changes.
 - iii. Changes were based on CCLC 3200.

➤ ***It was MSC (Ritterbrown/Schlossman) that changes to BP 3200 (now BP 1300) be approved.***
 - b. AR 3200
 - i. AR 3200 is being renumbered to AR 1300.
 - ii. The committee reviewed minor changes to the document.

➤ ***It was MSC (Schlossman/Czech) that changes to AR 3200 (now AR 1300) be approved.***
 - c. BP 3225
 - i. BP 3225 was reviewed.
 - ii. There were no suggested changes.

➤ ***It was MSC (Bowerman/Ramirez) that BP 3225 be approved without changes.***
 - d. AR 3225
 - i. AR 3225 was reviewed.
 - ii. There were no suggested changes.

➤ ***It was MSC (Kronbeck/Schlossman) that AR 3225 be approved without changes.***
 - e. BP 3250
 - i. Reviewed BP 3250
 - ii. Took out faculty/staff diversity plan because it was covered below under Equal Opportunity Plan so it was duplicated.
 - iii. 3SP (Student Success and Support Programs) replaced with Student Equity and Achievement Plan
 - iv. Title V section/references need to be reviewed in order to make sure we are citing the correct section

➤ ***It was MSC (Ramirez/Kronbeck) that BP 3250 be approved after changes have been incorporated.***
 - f. AR 3250
 - i. AR 3250 was reviewed.
 - ii. Minor changes were made.
 - 1. Remove list of plans with a statement that we revise plans as necessary.
 - 2. The word, "student" to be removed from, "Student Learning Outcomes," so it now reads Learning Outcomes.
 - 3. Replace campus with college.
 - 4. Remove examples of plans as those change frequently.

➤ ***It was MSC (Kronbeck/Bowerman) that AR 3250 be approved with discussed changes.***

New Business:

- V. IMP Updates [ACCJC Standard I.B.7, I.B.9]
 - a. Updates were reviewed.
- VI. Enrollment Update
 - a. Summer Registration is up 42.8% over last summer at this time.

- VII. Incorporating Changes Due to Emergency Planning to Long-Term Planning [**ACCJC Standard I.B.4, I.B.7, I.B.9, III.A.4, III.A.12, IV.A.1., IV.A.2, IV.A.6**]
- a. Important that everyone is informed of changes that were made this semester.
 - b. These changes will have long-term effects and need to be incorporated in to our long term plans because this may happen again and we need to know what resources are necessary.
 - c. There will be a discussion at Team A to review what changes have happened and what we expect in the semesters to come.
 - d. Feedback is needed from VPs, Senate, and Guild on incorporating short-term changes in to our long-term planning processes.
 - e. It was suggested that before we think about these changes we wait for student feedback on remote instruction so that we can move in the direction that the students want.

Meeting Adjourned at: 1:33 p.m.
Next Meeting: TBD
Minutes Recorded by: G. Lui