

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