

**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**

**March 8, 2021  
12:15 pm  
Zoom Video Conference**

**Call to Order**

**Announcements**

**Approval of IPCC Minutes**

1. December 14, 2021 IPCC Minutes

**Review of Subcommittee Minutes**

2. Team A – No Minutes to Report
3. Program Review – Adopted Minutes from November 17, 2020

**Old Business**

4. Gap Analysis and Timeline for Accreditation Self-Evaluation Report
5. Enrollment Update
6. Master Planning External Speaker Series

**New Business**

7. Accreditation Work Groups
8. Accreditation Trainings

**Other  
Adjournment**

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### IPCC Mission Statement

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The IPCC 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 September 14, 2020*

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#### ***Committee Blue List Information:***

<b>Chair:</b>	<a href="#">Edward Karpp</a> , Dean Research, Planning & Grants <i>votes only in the event of a tie</i>
<b>Senate:</b>	Roger Dickes, Senate President
<b>Guild:</b>	Emily Haraldson, Guild President
<b>Joint Faculty:</b>	Maria Czech (20-21), Garfield Faculty member
[2]	Tobin Sparfeld (23-24)
<b>Other Faculty:</b>	Francien Rohrbacher, C & I Coordinator ±
<b>Seats related to position</b>	Yvette Ybarra, SLO Coordinator ±
<b>CSEA:</b>	Beth Kronbeck, Faculty Accreditation Coordinator ±
[2]	Narbeh Nazari, CSEA President
<b>Administration:</b>	Seboo Aghajani (19-20)
[7]	Anthony Culpepper, Executive Vice President Administrative Services
	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
<b>MaC:</b>	Daphne Dionisio, Program Manager of Accreditation & Institutional Effectiveness
<b>ASGCC:</b>	Student reps will be appointed at the beginning of the semester
[2]	(email agendas to <a href="mailto:asvpad@glendale.edu">asvpad@glendale.edu</a> )
<b>Resource: Non-voting</b>	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  
December 14, 2020  
Zoom Conference

Present: Edward Karpp (Chair), Ramona Barrio-Sotillo (Administration), Anthony Culpepper (Administration), Maria Czech (Joint Faculty), Roger Dickes (Senate), Daphne Dionisio (Manager/Confidential), Terry Flexser (CSEA), Emily Haraldson (Guild), Lara Kartalian (Resource), Beth Kronbeck (Other Faculty), Melissa Malandrakis (Resource), Kevin Meza (Resource), Narbeh Nazari (CSEA), Alfred Ramirez (Administration), Michael Ritterbrown (Administration), Francien Rohrbacher (Other Faculty), Paul Schlossman (Administration), Tobin Sparfeld (Joint Faculty), Tom Voden (Resource), Yvette Ybarra (Other Faculty)

Absent: Andrea Barry (ASGCC), Arnold Lev (ASGCC), Calvin Madlock (Admin), David Yamamoto (Resource)

Guest: Stacy Jazan

Quorum: 14/18

**Call to Order:** The meeting was called to order by Ed Karpp at approximately 12:20 p.m.

- I. Approval of Minutes
  - a. The minutes from October 12, 2020 were reviewed.
    - ***It was MSC (Ramirez/Barrio-Sotillo) that the Minutes from October 12, 2020 be approved without corrections.***
- II. Review of Subcommittee Minutes
  - a. Master Planning – Team A
    - i. The minutes from November 20, 2020 were reviewed.
      - ***It was MSC (Ramirez/Dickes) that the Minutes from November 20, 2020 be approved without corrections.***
  - b. Program Review
    - i. Unadopted Minutes from October 20, 2020 were reviewed.
      - ***It was MSC (Dionisio/Ramirez) that the Unadopted Minutes from the October 20, 2020 Program Review Meeting be accepted.***

**Old Business:**

- III. Gap Analysis and Timeline for Accreditation Self-Evaluation Report
  - a. Moving along for the ISER.
  - b. Received all content except for Technology.
  - c. Timeline: Due in Early 2023.
  - d. ACJCC Training is on March 19, 2021 via Zoom.

- IV. Enrollment Update
  - a. Registration for Winter and Spring has started.
  - b. Winter 2021 is up about 7% from Winter 2020.
  - c. Spring 2021 – down 1.7%
  
- V. Incorporating Changes Due to Emergency Planning into Long-Term Planning
  - a. Team B is working on changes to the IMP to incorporate some of the things we learned in the move to Remote Instruction and restructuring the plan to have its own goal on Diversity, Equity, and Inclusion, along with subgoals that will be addressed in other area plans.
  
- VI. Master Planning External Speaker Series
  - a. No update.
  - b. We would still like to have speakers in spring, but there has been no progress on this.

Meeting Adjourned at: 1:00 p.m.  
Next Meeting: Spring 2021  
Minutes Recorded by: G. Lui