

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**

**May 10 2021
12:15 pm
Zoom Video Conference**

Call to Order

Announcements

1. Vision Resource Center (Lara Kartalian)

Approval of IPCC Minutes

2. March 8, 2021 IPCC Minutes

Review of Subcommittee Minutes

3. Team A – Adopted Minutes from March 12, 2021
4. Program Review – Unadopted Minutes from March 16, 2021

Old Business

5. Gap Analysis and Timeline for Accreditation Self-Evaluation Report
6. Enrollment Update

New Business

7. Out-of-Date Administrative Regulations (Beth Kronbeck)
 - i. Motion from October 9, 2017:

It was MSC (Perez/Kaye) that a recommendation be made for BP and AR 2410 to be reviewed with a consideration of extending our cycle of Board Policy and Administrative Regulations to a five year cycle.

**Other
Adjournment**

IPCC Mission Statement

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

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 ±
CSEA:	Beth Kronbeck, Faculty Accreditation Coordinator ±
[2]	Narbeh Nazari, CSEA President
Administration:	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
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

March 8, 2021

Zoom Conference

Present: Edward Karpp (Chair), Anthony Culpepper (Administration), Roger Dickes (Senate), Daphne Dionisio (Manager/Confidential), Terry Flexser (CSEA), Emily Haraldson (Guild), Lara Kartalian (Resource), Beth Kronbeck (Other Faculty), Rishi Lakhnori (ASGCC), Calvin Madlock (Admin), Kevin Meza (Resource), Narbeh Nazari (CSEA), Michael Ritterbrown (Administration), Francien Rohrbacher (Other Faculty), Paul Schlossman (Administration), Tobin Sparfeld (Joint Faculty), Arthur Ward (ASGCC)

Absent: Ramona Barrio-Sotillo (Administration), Maria Czech (Joint Faculty), Melissa Malandrakis (Resource), Alfred Ramirez (Administration), Tom Voden (Resource), David Yamamoto (Resource), Yvette Ybarra (Other Faculty)

Guest: Stacy Jazan

Quorum: 14/18

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 December 14, 2020 were reviewed.

➤ ***It was MSC (Dionisio/Schlossman) that the Minutes from December 14, 2020 be approved without corrections.***

II. Review of Subcommittee Minutes

a. Master Planning – Team A

i. No Minutes to Report.

b. Program Review

i. Adopted Minutes from November 17, 2020 were reviewed.

➤ ***It was MSC (Dionisio/Dickes) that the Unadopted Minutes from the November 17, 2020 Program Review Meeting be accepted.***

Old Business:

I. Gap Analysis and Timeline for Accreditation Self-Evaluation Report Report [ACCJC Standard I.B.4, I.B.7, I.B.9, I.C.12]

a. 2023 ACCJC Comprehensive Evaluation Timeline reviewed.

b. Gap Analysis in December 2020 was completed. Will be sent out after the first training.

c. Fall 2020 – Worked on Gap Analysis and putting together writing teams for each of the standards.

d. Spring 2021 – We are asking workgroups to get started. Continuing to work on Self-Evaluation reports.

- II. Enrollment Update
 - a. Bigger drops for spring semester 2021 than there have been in the past.
 - i. As of today, March 8, 2021, we are down 7.5% from last spring 2020.
- III. Master Planning External Speaker Series
 - a. We will try to re-invite Cecilia Rios-Aguilar who was previously scheduled to speak.
 - b. If anyone has suggestions for speakers to invite, email them to Ed.

New Business:

- III. Accreditation Work Groups Report [**ACCJC Standard I.B.4, I.B.7, I.B.9, I.C.12**]
 - a. Standards Workgroups Composition was reviewed.
 - b. Chairs have been notified.
 - c. Work Groups will start meeting after the Accreditation Training on March 19, 2021.
- IV. Accreditation Trainings Report [**ACCJC Standard I.B.4, I.B.7, I.B.9, I.C.12**]
 - a. Trainings have been scheduled with ACCJC. Gohar Momjian will be visiting GCC on March 19, 2021.
 - b. Invitations will go out today, March 8, 2021.
 - c. We will hear from the VP of Accrediting Commission as to what they are looking for.

Meeting Adjourned at: 12:46 p.m.

Next Meeting: May 10, 2021

Minutes Recorded by: G. Lui