

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 13, 2021
12:15 pm
Zoom Video Conference**

Call to Order

Announcements

Approval of IPCC Minutes

1. May 10, 2021 IPCC Minutes

Review of Subcommittee Minutes

2. Team A – Unadopted Minutes from April 23, 2021
3. Program Review – Unadopted Minutes from April 20, 2021

Old Business

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

New Business

6. Update on DEI Recommendations for Master Planning
7. Update on Covid Response and Return to Campus
8. Program Review Updates
9. Data/Dialog/Documentation for Data Dashboards and Learning Outcomes

**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
May 10, 2021
Zoom Conference

Present: Edward Karpp (Chair), Ramona Barrio-Sotillo (Administration), Jennifer Briones (Resource), 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), Rishi Lakhnori (ASGCC), Narbeh Nazari (CSEA), Alfred Ramirez (Administration), Michael Ritterbrown (Administration), Francien Rohrbacher (Other Faculty), Paul Schlossman (Administration), Tobin Sparfeld (Joint Faculty), Arthur Ward (ASGCC)

Absent: Calvin Madlock (Admin), Melissa Malandrakis (Resource), Kevin Meza (Resource), Tom Voden (Resource), David Yamamoto (Resource), Yvette Ybarra (Other Faculty)

Guest: Stacy Jazan

Quorum: 16/18

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 8, 2021 were reviewed.
 - ***It was MSC (Dionisio/Ramirez) that the Minutes from March 8, 2021 be approved without corrections.***
- II. Review of Subcommittee Minutes
 - a. Master Planning – Team A
 - i. The Adopted Minutes from March 12, 2021 were reviewed.
 - ***It was MSC (Culpepper/Haraldson) that the Minutes from March 12, 2021 be approved without corrections.***
 - b. Program Review
 - i. The Unadopted Minutes from March 16, 2021 were reviewed.
 - ***It was MSC (Dionisio/Culpepper) that the Unadopted Minutes from the November 17, 2020 Program Review Meeting be accepted.***

Old Business:

- III. Gap Analysis and Timeline for Accreditation Self-Evaluation Report [**ACCJC Standard I.B.4, I.B.7, I.B.9, I.C.12**]
 - a. Training has been completed
 - b. Workgroups have started.
 - c. Workgroups continue to draft responses to standards.
 - d. Reminder has been sent out to all Faculty Chairs.
- IV. Enrollment Update
 - a. Spring is currently down 7.9% for credit.
 - b. Non-credit looks like where it was last year at this time, about 30-40% down.

New Business:

- V. Out-of-Date Administrative Regulations (Beth Kronbeck) **[ACCJC Standard I.B.7]**
 - a. 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.
 - i. Current AR says that we review at a 3 year cycle.
 - ii. IPCC previously voted to change the cycle to a 5-year cycle, unsure of where this went or what the status is of this.
 - 1. Motion from 2017 will be sent to Dr. Viar's office to be reviewed at College Exec.
 - b. List of BPs and ARs that are out of date (over 5 years) was reviewed.
 - i. All BPs are up to date.
 - ii. Long list of ARs that are out of date, 5 years or older.
 - 1. It was suggested that this list be sent to Rosa Buford to get a status on where these ARs stand.
 - 2. List to be sent to the VPs for review.
 - 3. New CCLC updates have just come out and Student Services is reviewing them.

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