

INSTITUTIONAL PLANNING COORDINATION COMMITTEE

MEETING MINUTES

September 12, 2022

Zoom Conference

Present: Edward Karpp (Chair), Maria Czech (Joint Faculty), Roger Dickes (Senate), Daphne Dionisio (Manager/Confidential), Elin Gharibian (ASGCC), Nairi Ghazarian (ASGCC), Brittany Grice (Resource), Emily Haraldson (Guild), Stacy Jazan (Other Faculty), Calvin Madlock (Admin), Kevin Meza (Resource), Amir Nour (Administration), Krista Raimondo (Resource), Michael Ritterbrown (Administration), Francien Rohrbacher (Other Faculty), Tobin Sparfeld (Joint Faculty)

Absent: Ramona Barrio-Sotillo (Administration), Terry Flexser (CSEA), Melissa Malandrakis (Resource), Alfred Ramirez (Administration), Paul Schlossman (Administration), David Yamamoto (Resource), Yvette Ybarra (Other Faculty)

Guest:

Quorum: 12/17

**Call to Order:** The meeting was called to order by Ed Karpp at approximately 12:17 p.m.

- I. Approval of Minutes
  - a. The minutes from May 9, 2022 were reviewed.
    - ***It was MSC (Dionisio/Sparfeld) that the Minutes from May 9, 2022 be approved without corrections.***
- II. Review of Subcommittee Minutes
  - a. Master Planning – Team A
    - i. The Unadopted Minutes from May 13, 2022 were reviewed.
      - ***It was MSC (Dionisio/Haraldson) that the Minutes from May 13, 2022 be approved without corrections.***
  - b. Program Review
    - i. The Unadopted Minutes from May 17, 2022 were reviewed.
      - ***It was MSC (Dionisio/Rohrbacher) that the Unadopted Minutes from the May 17, 2022 Program Review Meeting be accepted.***

**Old Business:**

- III. Accreditation Work Groups Update and Timeline
  - a. A High-Flex presentation was reviewed at Institute Day.
  - b. Fall 2022
    - i. Getting ready to send out Draft of ISER to Standing Committees for review.
    - ii. Will also goes out to Senate, ASGCC, CSEA.

- iii. Will be sent to Accrediting commission in December 15, 2022
  - c. Collecting and linking evidence needs to be completed.
  - d. Accreditation Steering Committee meeting next Friday to weigh in on logistics of the planning that's going to be happening primarily regarding the on-site visit.
- IV. Enrollment Update
  - a. Fall 2022: well below where we were last year and the previous 3-4 years.
  - b. Fall 2022 is down 14.2% from last year in Credit.
  - c. Noncredit is up 28% from last year than it was last year at this time.
- V. Vaccine Mandates Effects on Planning
  - a. Admin Exec has discussed revising the vaccine and masking mandates.
  - b. Any changes to BP needs to go to the October 2022 Board so message can go out before the spring Priority registration.
  - c. No changes in policy for winter.
  - d. ASGCC working on getting student input via a Student Vaccination Survey
  - e. Question was raised as to whether the Board has to act on the Mask Policy?
    - i. No, it's not part of the Board Policy.

#### **New Business:**

- VI. Review of IPCC Mission Statement
  - a. *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.*
  - b. ***It was MSC (Dickes/Haraldson) to approve the IPCC Mission Statement without changes.***
- VII. Review and Update of BP & ARs:
  - a. AR 3200: Accreditation
    - i. Reviewed AR 3200 with proposed changes.
    - ii. Procedural changes within policy.
      - ***MSC (Dionisio/Czech) to approve with changes.***
  - b. AR 3225: Institutional Effectiveness
    - i. The committee reviewed AR 3225.
      - 1. No recommended changes.
    - ***MSC (Dionisio/Czech) to approve AR 3225 without changes.***

- c. AR 3250: Institutional Planning
  - i. The committee reviewed AR 3250 with proposed changes.
  - ii. Renamed plans in accordance with updated titles.
  - iii. Removal of plans that are not current plans.

➤ ***MSC (Dionisio/Rohrbacher) to approve AR 3250 with reviewed changes.***
  
- d. BP 3250: Institutional Planning
  - i. Reviewed BP 3250.
  - ii. Removed “master,” from the document.
  - iii. 3SP can be deleted Student Success and Support Program.

➤ ***MSC (Dionisio/Czech) to approve with the understanding that the League’s Model language will be reviewed prior to forwarding to College Exec.***

Meeting Adjourned at: 1:30 p.m.  
Next Meeting: TBD  
Minutes Recorded by: G. Lui