

INSTITUTIONAL PLANNING COORDINATION COMMITTEE

MEETING MINUTES

November 8, 2021

Zoom Conference

Present: Edward Karpp (Chair), Angela Barakezyan (ASGCC), 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), Alfred Ramirez (Administration), Michael Ritterbrown (Administration), Sona Sardayan (ASGCC), Tobin Sparfeld (Joint Faculty)

Absent: Calvin Madlock (Admin), Melissa Malandrakis (Resource), Kevin Meza (Resource), Narbeh Nazari (CSEA), Krista Raimondo (Resource), Francien Rohrbacher (Other Faculty), Paul Schlossman (Administration), David Yamamoto (Resource), Yvette Ybarra (Other Faculty)

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 October 11, 2021 were reviewed.
 - ***It was MSC (Dionisio/Dickes) that the Minutes from October 11, 2021 be approved without corrections.***
- II. Review of Subcommittee Minutes
 - a. Master Planning – Team A
 - i. No Minutes to Report
 - b. Program Review
 - i. The Unadopted Minutes from October 19, 2021 were reviewed.
 - ***It was MSC (Dionisio/Ramirez) that the Unadopted Minutes from the October 19, 2021 Program Review Meeting be accepted.***

Old Business:

- III. Gap Analysis and Timeline for Accreditation Self-Evaluation Report
 - a. Due Date is still December, however there are discussions of changing the deadline as there are concerns about it being submitted on time.
- IV. Enrollment Update
 - a. Fall decline in FTES, most likely due to the Mandate, perhaps 20 FTES. Only affecting second 8-week classes.
 - b. FTES in general has gone down 13.9% compared to the prior year.
 - c. Winter registration is up 4.4% from the previous year.

- V. Review Cycle of Board Policies and Administrative Regulations
 - a. The IPCC previously discussed changing the review cycle for BPs and ARs from three years to five years.
 - i. It has not yet been discussed at Admin Exec.
 - ii. Dr. Michael Ritterbrown will bring it up at Admin Exec next week.

New Business:

- I. Vaccine Mandates Effects on Planning
- II.
 - a. Approximately 745 students dropped for non-compliance of vaccine or exemption requirements.
 - b. ASGCC expressed concerns about students not being made aware of registration issues tied to vaccine mandates. Students who did not comply by the October 31, 2021 deadline should still be able to register for winter and spring and then provide proof of status prior to classes starting.
 - c. Faculty has expressed frustration that they were not made aware that students dropped would not be able to re-enroll.
 - i. The Administration is looking into options in re-instating some of the students that were vaccinated but dropped due to upload issues.
 - d. The college will look at ways to communicate more effectively and efficiently moving forward.
 - e. The college needs to ensure courses, especially in Biology and Math, are being offered remotely for those who are not vaccinated or are not able to keep safe or comfortable in-person.

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