

***GCC 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  
Strategic Planning Committee (Team A)**

**Friday, May 5, 2023**

**1:00 pm – 3:00 pm**

**Hy-Flex Meeting: LB 210 & Zoom Video Conference (Meeting ID: 874 861 5764)**

**Agenda**

**Call to Order**

**Announcements**

**Approval of Minutes**

1. November 4, 2022 Team A Minutes

**Old Business**

2. Review and Approval of the Review Process for the College Mission Statement
  - a. Update Questions

**New Business**

3. Presentation on Student Outcomes Data
4. Faculty/Staff Survey
5. Update on Institution-Set Standards
6. Institutional Strategic Plan Progress Update on Annual Goals
7. Incorporation of Program Review Results into Institutional Planning
8. Accreditation Update (Including Core Inquiries)
9. Coordination of Institutional and Financial Planning – How to Meet Strategic Annual Goals and Instructional Priorities Given the Current Budget Forecast
10. Annual Goals 2023-2024

**Other**

**Adjournment**

STRATEGIC PLANNING – TEAM A

MEETING MINUTES

November 4, 2022

Hy-Flex Meeting

Present: Ed Karpp (Chair), Saodat Aziskhanova (CSEA), Joe Beeman (Div Chair), Richard Cortes (Div Chair), Mike Davis (Senate), Roger Dickes (Senate), Daphne Dionisio (Manager/Confidential), Mike Dulay (Div Chair), Agnes Eguaras (Administration), Lourdes Girardi (Div Chair), Emily Haraldson (Guild), Cameron Hastings (Senate), Tiffany Ingle (Senate), Stacy Jazan (Senate), Emelyn Judge (Div Chair), Zohara Kaye (Div Chair), Calvin Madlock (Admin), Nonah Maffit (CSEA), Sarah McLemore (Div Chair), Amir Nour (Admin), Tzoler Oukayan (Admin), Ayk Petrosian (ASGCC), Alfred Ramirez (Admin), Toni Reyes (Admin), Margaret Richer (Div Chair), Michael Ritterbrown (Admin), Liz Russell (Div Chair), Fredy Saucedo (Admin), Artur Yeghiazaryan (ASGCC)

Absent: Ramona Barrio-Sotillo (Admin), Sevada Chamras (Div Chair), Ryan Cornner (Admin), Maria Czech (Div Chair), Jon Gold (Div Chair), Brittany Grice (Admin), Eric Hanson (Admin), Michelle Mora (Admin), Curtis Potter (Div Chair), Paul Schlossman (Admin), Michael Scott (Div Chair), Christina Tangalakis (Admin), Drew Yamanishi (Admin)

Guests: John Aque, Tiffany Ingle, Beth Kronbeck, Maite Peterson, Piper Rooney, Naomi Sato, Andra Verstraete

Quorum: 29 Voting Members

**Call to Order:** The meeting was called to order by Ed Karpp at approximately 1:30 p.m.

**Approval of Minutes:**

I. Minutes of May 13, 2022

- a. The Minutes of May 13, 2022 were reviewed.

➤ ***It was MSC (Russell/McLemore) to approve the Minutes from May 13, 2022.***

**New Business:**

II. College Mission Statement

- a. Last Year, Team A decided to change the review to a three-year cycle.
- b. Starting Fall 2022, Team A and Team B will look at certain questions and determine if the Mission Statement needs to be reviewed/changed.
- c. Team B felt that a task force should be created to review questions.
  - i. Request for Task Force Members.
  - ii. Volunteers included: Daphne Dionisio, Tiffany Ingle, Michael Ritterbrown, Stacy Jazan, Piper Rooney, Andra Verstraete, Roger Dickes, Maite Peterson, Nonah Maffit, Alfred Ramirez, Fredy Saucedo.

### III. Accreditation Update – Timeline

- a. ISER is essentially completed.
  - i. Links need to be added.
  - ii. Administrative Affairs will have a second reading during the week of November 7, 2022.
  - iii. Board of Trustees will finalize at the November 15, 2022 meeting.
- b. Important Dates Include:
  - i. December 15, 2022: ISER will be sent to Accreditation Team.
  - ii. Jan 2023: DE Coordinator and ITS readies peer review team's access to Canvas.
  - iii. Jan 2023: Peer Review Team Chair reviews ISER.
  - iv. Feb 2023: Peer Review Team reviews ISER and samples DE shells for RSI.
  - v. March 6 – 17<sup>th</sup>, 2023: Peer Review Team requests follow-up evidence.
  - vi. By March 23, 2023: Virtual Open Forum to be held.
  - vii. End of March/First week of April 2023: Core Inquiries call and report to Dr. Corner.
  - viii. April 2023: GCC prepares response to and evidence for Core Inquiries.
  - ix. May 2023: Information campaign presentations and invitation for Third Party comments.
  - x. August/Sept 2023: Information Campaign Presentations
  - xi. Sept 2023: Will send Peer Review team responses and evidence regarding Core Inquiries.
  - xii. Sept 25 – 27, 2023: Focused Site Visit.

### IV. QFE Update – Communities of Practice

- a. Tiffany Ingle presented.
  - i. Goal to establish faculty, staff, and management community around commitment to equitable classroom practice rooted in increasing student sense of belonging. This will hopefully close achievement gaps.
  - ii. Impactfully Using Flex
    1. Three levels of engagement in order to think about equity.
    2. Focused Flex Opportunities
  - iii. Measuring:
    1. How many instructors are participating at what levels?
    2. What community approach/compensation engages faculty, staff, managers, administrators?
    3. What changes happen in the classroom?
    4. How do changes impact students?
    5. Can classroom changes impact success, retention, completion, etc?

### V. Financial Planning and Budget Update

- a. Amir Nour presented the Budget that was approved at the September 2023 Board of Trustees Meeting.

- b. For 2022- 2023:
  - i. Total projected revenue: \$115,259,901
  - ii. Labor expenditures: \$98,666,238
  - iii. Other Operational Expenditures: \$13,366,163
  - iv. Total Expenditure Projection: \$112,032,400
  - v. Transfers out: \$4,150,026
  - vi. Deficit: \$922,525
  - vii. Reserve: \$4,197,040 (3.65%)
- c. The theme for this year will be savings.
  - i. We can possibly cut in areas like contractors, vendors, supplies.

#### VI. Presentation on Demographic and Enrollment Trends

- a. Ed Karpp presented on Demographic Trends:
  - i. Since 2011 our total enrollment has been in decline.
  - ii. Gender:
    - 1. Credit: Female – 56%, Male 44%
    - 2. Noncredit: Female – 70%, Male 30%
  - iii. Age Group:
    - 1. Credit: Largest age group is age 20 and under.
    - 2. Noncredit: Largest age group is age 31 to 50.
  - iv. Ethnicity:
    - 1. White/Non-Armenian is the highest demographic for both Credit and Noncredit.
    - 2. Our Latinx and African American student population is in decline.
  - v. Employed Hours of Credit Students:
    - 1. Working 0 Hours: 46%
    - 2. Working 1 to 39 Hours: 39%
    - 3. Working 40 or more Hours: 15%
  - vi. Credit Student Language and Origin
    - 1. English as First Language: 44%
    - 2. Born in the U.S.: 52%
  - vii. Internet Access at Home: 96% of Credit Students
- b. Ed Karpp presented on Student Satisfaction data:
  - i. Satisfaction with Safety: 96.3%
  - ii. How has your experience at GCC met your expectations: Exceeded – 50.7%
- c. More results are available at <http://www.glendale.edu/campusprofile>.

#### VII. Enrollment Decline, Student Demand, Modality

- a. Ed Karpp presented on Enrollment Trends.
  - i. Winter Registration: Down 19% from last winter.
  - ii. Modality and Percent of Sections (2022)
    - 1. On-Campus: 41.7%
    - 2. Remote: 18.4%
    - 3. Online: 33.8%

4. Remote and On-Campus: 2.4%
5. Hybrid: 3.7%
- iii. Credit Persistence from Application to Registration: 53% overall loss.
- iv. Credit Persistence from Completion of Units to Degree/Certificate Completion or Transfer: 46% overall loss.

VIII. Team A Mission Statement Review

- a. The Mission Statement for Team A was reviewed.

- ***It was MSC (Dulay/Maffit) that the Mission Statement for Team A be accepted without changes.***

*The Strategic Planning Committee is responsible for developing the Institutional Strategic Plan. The committee, in coordination with the Planning Resource Committee (Team B) has the following five responsibilities:*

1. *Review the college mission statement every three years*
2. *Develop and track implementation of the Institutional Strategic Plan*
3. *Recommend Annual Goals to the College Executive Committee*
4. *Review institutional plans*
5. *Incorporate results of program review into planning*

IX. Team A Committee Chair Election

- a. Ed Karpp was nominated as Chair of the Team A Committee.

- ***It was MSC (Ramirez/Girardi) that Ed Karpp remain the Chair of the Strategic Planning (Team A) Committee.***

Meeting Adjourned at: 3:00 p.m.  
Next Meeting: TBD