Glendale Community College
Institutional Planning Coordination Committee

MINUTES
July 12, 2010 - 12:30 pm - AD 121

Present: Ed Karpp, Jill Lewis, Mike Scott, Ramona Barrio-Sotillo, Ron Nakasone, Mary Mirch, Hoover Zariani, Saodat Aziskhanova, Arnel Pascua, Vicki Nicholson, Alice Mecom, Rick Perez, Margaret Mansour

Absent: Alfred Ramirez, Karen Holden-Ferkich

Guests: Dawn Lindsay, John Queen

CALL TO ORDER

The meeting was called to order at 12:30 pm.

1. APPROVAL OF MINUTES

- MSC to accept the minutes of the June 22, 2010 meeting after adding Margaret Mansour's name to the "absent" list

2. ACCREDITATION RESPONSE: INTEGRATED PLANNING

Discussion
The committee continued discussing the flowchart first presented at the June 7 meeting. The committee considered annual goals as necessary because of the accreditation action letter specifying an annual time frame. The committee discussed whether the college has a separate Strategic Master Plan and Educational Master Plan. Ed Karpp will separate the strategic, short-term items from the long-term goals of the EMP prepared by KH Consulting so that both the high-level, long term goals that make up the EMP and the more strategic, short-term actions that make up the strategic plan can be easily presented. Annual program review was also discussed. A proposal about which programs undergo program review will come from the Program Review Committee to be discussed at IPCC and approved at Campus Executive so that the annual program review process can be streamlined. The issue of presenting the new integrated planning model was also discussed. It should be presented at Faculty Institute, Classified Institute, a managers' meeting, and to the students.

3. ACCREDITING COMMISSION ACTION LETTER

John Queen and Jill Lewis led a discussion of the ACCJC action letter received the first week of July. The committee discussed an email to the campus from Dawn Lindsay summarizing the college's warning status and what must be done to respond to the action letter. There will also be a Board presentation at the July 19 Board meeting. The committee discussed the recommendations, some of which appear open to interpretation. Recommendation 4, which includes a sentence about effectiveness of producing outcomes being incorporated into evaluations, might be difficult to address on a short timeline due to negotiations. Groups were assigned to work on each of the four recommendations that must be resolved by March 15, 2011. Recommendation 1 is to be addressed by Ed Karpp and Mary Mirch. Recommendation 2 is to be addressed by Vicki Nicholson, the Guild chief negotiator (Gordon Alexandre), Saodat Aziskhanova, and Mike Scott. Recommendation 5 is to be addressed by Ed Karpp and Vicki Nicholson. Recommendation 6 is to be addressed by Arnel Pascua, Ron

Nakasone, and Rick Perez, but it might be necessary to fold the response to Recommendation 6 into the response to Recommendation 1 because both involve planning and resource allocation.

The committee decided to meet next on Monday, July 26 from 12:30 to 2:00, and then every Monday thereafter from 12:30 to 2:00. Updates on progress addressing the recommendations will be made at the next meeting.

ADJOURNMENT

The meeting was adjourned at 1:30 pm.

Submitted by Ed Karpp.