

**Glendale Community College
Institutional Planning Coordination Committee**

MINUTES

August 23, 2010 - 12:30 pm - SR 328

Present: Ed Karpp, Jill Lewis, Mike Scott, Mary Mirch, Alice Mecom, Karen Holden-Ferkich, Arnel Pascua, Rick Perez, Ron Nakasone, Hoover Zariani, Vicki Nicholson, Alfred Ramirez

Absent: Margaret Mansour, Saodat Aziskhanova, Ramona Barrio-Sotillo

Guests: Dawn Lindsay, John Queen

CALL TO ORDER

The meeting was called to order at 12:40 pm.

1. APPROVAL OF MINUTES

- MSC to accept the minutes of the August 16, 2010 meeting with no changes

2. REPORT OF 8/19/2010 VISIT TO LA CITY COLLEGE

Discussion

Dawn Lindsay, Mary Mirch, John Queen, Jill Lewis, and Ed Karpp attended a meeting at LA City College on Thursday, August 19. LA City College was put on warning by the accrediting commission in June 2009 and their accreditation was reaffirmed in June 2010.

Representatives of LACC at the 8/19 meeting included the college president, the senate president, the vice president of instruction, and the dean of institutional effectiveness. Several topics were discussed that might be useful for GCC's process in responding to the accreditation recommendations.

- a. The LACC president and ALO had a face-to-face meeting with commission representatives for clarification of their recommendations. The ACCJC has been contacted and would prefer a teleconference. The IPCC could join the teleconference at GCC to clarify issues such as how to respond to the recommendation on funding the GASB requirement.
- b. The LACC president attended the commission meetings in June 2010, when the decision about reaffirming accreditation was made. Dr. Lindsay could attend the commission meetings in 2011 and 2012.
- c. LACC focused on transparency in responding to their recommendations, considering transparency as identical to accountability. They had monthly open meetings, which might be useful for GCC as well.
- d. LACC includes SLOs in their faculty evaluation. The LACC vice president sent the contract language to Mary Mirch.
- e. The LACC philosophy in responding to recommendations was one of overkill, including everything related to their response.
- f. LACC used the term "institutional effectiveness" to include governance. They stressed the importance of using the commission vocabulary in the response ("accreditation-speak").

The IPCC next discussed the process of responding to the recommendations and writing the report. Initial drafts for each recommendation will be written by one writer, then discussed at IPCC meetings. After that, John Queen, Jill Lewis, and Ed Karpp will put them together for the final version. Assignments were made to the following writers:

- Ed Karpp: Recommendation 1 (integrated planning)
- Alice Mecom: Recommendation 2 (SLOs)
- Rick Perez: Recommendation 3 (policies in publications)
- Vicki Nicholson: Recommendations 4 (evaluations) and 5 (EEO categories)
- Arnel Pascua: Recommendations 6 (IT planning) and 8 (servers)
- Ron Nakasone: Recommendations 7 (staffing) and 9 (GASB)
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The deadline for the first draft of each response is Wednesday, September 15 in advance of the Monday, September 20 IPCC meeting.

NEXT MEETING

The next IPCC meeting will be Monday, August 30 from 12:30 to 2:00 in SR 328.

ADJOURNMENT

The meeting was adjourned at 1:50 pm.

Submitted by Ed Karpp.