

Institutional Planning Committee (IPC) Meeting

Friday, March 3, 2017

1:00 – 3:00 p.m.

College Heights Conference Room, B10-468

Members Ron Andrade, Juanita Celaya, Sandra Stefani-Comerford, Alicia Frangos, Fauzi Hamadeh, Jennifer Hughes (co-chair), Sennai Kaffl, David Laderman (co-chair), Stephen McReynolds, Teresa Morris, Ludmila Prisecar, Erica Reynolds, Stephanie Roach, John Sewart, Jennifer Taylor-Mendoza, Henry Villareal, Mary Vogt

MEETING SUMMARY

Review of the Agenda

The agenda was approved.

Review of the Summary Notes

The summary notes from the October 21, 2016 were approved with one in the names of members attending the meeting. The February 3, 2017 meetings were approved with changes to the names of members attending the meeting. In addition, more specific details were added from the discussion that took place about the International Education Program. The revised summary notes will be posted to the IPC website.

Approach for Updating Strategic Goals

Jennifer reminded the committee that it is time to update the CSM Strategic Goals (formerly Institutional Priorities.) In doing so, members of Cabinet briefly discussed the idea of simply adopting the District's Strategic Goals and use those as CSM's Strategic Goals. There was a good deal of discussion about this idea. While the committee was amenable to greater alignment between the District and College goals, there is concern about a wholesale "adoption" of the District Goals as it may result in the loss a college identity regarding our goals. Furthermore, there may be some goals that we wish to maintain that are very important to CSM (i.e. Institutional Dialog) that is not currently one of the District Goals. There was also a concern that if CSM moves in this direction, the sister colleges should probably do the same.

Action: Committee agreed to conduct a side-by-side examination of the District and CSM Goals to determine ways to create greater alignment, but do so in a way that retains the college's uniqueness. Prior to the next meeting, Jennifer will send committee members both documents for review. In reviewing, do not pay attention to the current objectives found within each of CSM's goals. We will need to create new objectives/action steps for our Goals for the next planning cycle (currently a six-year cycle.) These objectives/action steps will result from a review of data as part of the EMP refresh and the identification of program review themes.

Plans for Updating Educational Master Plan and Developing IEPI Goals

John Sewart provided information regarding the Education Master Plan which was last updated in 2012. It is time to refresh this document since it serves as the major planning document for the college. The 2012 EMP is quite comprehensive and provides information on lots of data points, including external data/environmental scan data and a host of internal data points about students, faculty and staff. The data is disaggregated by various categories, including demographics. Before John begins work on compiling the report, committee members should review the 2012 EMP, primarily the data tables to determine if any need to be added/deleted.

John also reminded the committee that we need to establish our IEPI goals that we annually report to the State Chancellor's Office. The targets we set each year for the required indicators are based upon a trend analysis of these indicators which are contained in the College Index. John will bring projected targets for the required IEPI goals to an April IPC meeting. We will then determine our projected targets, provide opportunity for constituent groups to discuss, and then approve at a subsequent IPC meeting. We need to submit our goals to Kathy Blackwood by the end of April/early May. Kathy presents all three colleges' IEPI goals in an information report to the Board of Trustees sometime in May so that we can meet the June deadline for submission to the State.

John also reported that we will be administering the Student Campus Climate Survey this semester.

Action: John will send IPC members the Table of Contents and Table of Tables from the 2014 EMP, as well as a link to the full document. Prior to the March 17 meeting, committee members should review the Table of Contents and particularly the Table of Tables, so that we can let John know if we should report on the same data elements or considering adding/deleting any of the tables.

Announcements:

Jennifer informed the Committee that the State Chancellor's Office has contracted with a consulting group to conduct required Office of Civil Rights Compliance reviews with selected colleges. CSM has been selected for a review which will take place March 20-22. During the 3-day visit, the consulting team will review and validate information the college has submitted in its Self-Assessment Handbook. Much of the emphasis of the review will be determining the accessibility of the college's facilities, including paths of travels, restrooms, elevators, doors and parking areas, as well as ensuring that the college does not discriminate against students enrolled in Career and Technical Programs based on age, ethnicity, gender, national origin or disability. The review team will be visiting a number of CTE classrooms and labs. Because of heightened concerns about visitors to the campus in light of recent presidential executive orders, the review team wants to make sure that the college community knows that these individuals do not work for the federal government, but are consultants hired by the State Chancellor's Office. Jennifer will be sending an all-college email out next week, but wanted IPC to be aware of this upcoming visit.

Next Meeting: Friday, March 17, 2017