

Institutional Planning Committee (IPC)

Meeting Summary

Friday, September 17, 2010 1:00 – 2:30 p.m., 5-339

Members Present: Rick Ambrose, Diana Bennett (co-chair), James Carranza, Sandra Stefani Comerford, Laura Demsetz, Susan Estes, Lorrita Ford, Kevin Henson, Jennifer Hughes (co-chair), Deborah Laulusa, Beverley Madden, Milla McConnell-Tuite, Huy Tran, Henry Villareal, Andreas Wolf

Review Day's Agenda

The meeting agenda was approved.

Review September 3, 2010 Meeting Summary

The summary of the meeting of September 3 was approved.

Review Institutional Plans Action Steps with Budgetary Implications

Committee chairs were asked to provide any additional updates to the action steps in their plans with budgetary implications. At the next IPC meeting, the committee will prioritize these action steps. The Budget Planning Committee will be informed of the funding needed to carry out these action steps. As the Budget Planning Committee reviews the budget for this year and begins to make allocations, they will provide IPC with information about funding that may be available to carry out these actions steps.

Update from the Distance Education Committee on Development of Committee Plan

Lorrita provided an update on the work of the Distance Education Committee. A new faculty co-chair needs to be appointed to the committee. In developing the Distance Education plan the committee first reviewed the recommendations in the follow up report and any gaps that might have existed in the plans response to these. Subsequently, the committee has developed goals, objectives and action steps to address those gaps. A goal has been established to work with the District HR, District Academic Senate and the AFT to develop an evaluation process for faculty teaching distance education courses. The committee was commended for the outstanding work they have done to date.

The committee intends to finish and submit their plan by the end of October.

Update on Ad Hoc Committee Steering Committee – Next Steps

The ad-hoc committee completed its work in the spring, 2010 semester. The next steps of the process involve convening a meeting of the members of IPC, Management Council, Academic Senate Governing Council, and classified leadership to conduct a series of afternoon meetings/retreats to continue discussion of the future direction of CSM. Input from the ad-hoc survey suggests a strong desire on the part of the campus community to maintain a comprehensive mission. As a result, the meetings/retreats will focus on how we might improve our programs and services to ensure that we have outstanding transfer, CTE, and developmental education programs and the services to support them. It was suggested that Valerie Anderson serve as the facilitator for the meetings. IPC co-chairs (Diana and Jennifer) will meet with Cabinet to develop a plan for the meetings. PRIE will provide support in providing data that may be needed.

Accreditation Update

Susan Estes provided an update on the preparation of the 2013 accreditation self study. Laura Demsetz is the faculty co-chair of the Self Study. The Steering Committee has been established and will coordinate the logistics (e.g. hotel arrangements, etc.) for the accreditation visit. We are starting the process 6 semesters in advance of the visit. By the end of the fall, 2010 semester standard co-chairs will be identified. Training will be provided to the standard co-chairs and their committees in fall, 2011. By the end of the fall, 2010 semester the graphic design/web design team to assist with communication to the campus will be identified. Susan mentioned that she will be attending the Chief Instructional Officers (CIO) conference in October. One entire day of the conference is devoted to accreditation. Members of ACCJC will be present.

Other Items

None

Information Item

- Update on College Index -Tabled

Next Meeting: Friday, October 1, 2010, 1:00 - 2:30, Building 5, Room 339

