

Institutional Planning Committee (IPC) Meeting

Friday, May 4, 2012

1:00 p.m. to 3:00 p.m.

City View Conference Room, College Center, Building 10, Room 401

Members Attending: James Carranza (co-chair), Michael Claire, Sandra Stefani Comerford, Laura Demsetz, Bailey Girard, Susan Estes, Lorrita Ford, Kevin Henson, Jennifer Hughes (co-chair), Beverley Madden, Milla McConnell-Tuite, Teresa Morris, Henry Villareal, Andreas Wolf

Summary Notes

Review of the Agenda

The agenda was approved with one addition: BSI Professional Development Proposal

Review of the Summary of the April 13, 2012, Meeting

The summary notes of April 13, 2012 were approved.

Feedback on Draft Mission Statement

Laura presented the comments that had been received from the college community on the Draft Mission Statement. Four (4) comments were received via the website. It was agreed that the Mission Statement should have a consistent reference for point of view, in this case a formal point of view (i.e. use of the word "college" vs. "we".) The subcommittee will make the necessary changes and submit the final version to College Council at its May 17, 2012, meeting. It will then be submitted to Board at their June meeting which will ensure the new Mission Statement is included in the 2012-13 catalog. The subcommittee members, Laura Demsetz, Bev Madden and Henry Villareal were thanked for their extensive work on the Mission Statement.

Review Revised Focus of Enrollment Management Committee

A revised document describing the new focus on the Enrollment Management Committee was presented. The concerns, previously raised by committee members were discussed and resolved. It was suggested that the name of the Enrollment Management Committee be changed due to the fact that

“enrollment management” has a very specific definition, including the way in which resources at an institution are allocated. The new committee will have a different focus. It was also suggested that it may be possible for some of the data review and preparation for the fall, 2012 “Think Tank” IPC retreat take place over the summer.

PRIE Update

Milla provided an update regarding the EMP and the data that is available and published on the PRIE website. The summary of EMP findings will be ready in early fall, 2012.

The faculty, staff and student surveys will be administered in the next week or so. We will then have 3 years’ worth of data to examine.

Accreditation Update

Susan indicated that the first drafts of the Self-Evaluation have been submitted and will be posted to the website on Monday. The first drafts are in very good shape and the committees have done an excellent job. There will be an opportunity for the college community to comment. Over the summer, campus-wide comments will be compiled for the standards committees to review. A brief report on the status of the Self-Evaluation was presented at the last Board meeting.

Other Agenda Items

BSI Proposal: Basic Skills/SoTL Professional Enrichment/Development

James presented the proposal which he had taken to Academic Senate Governing Council. The proposal received support at ASGC and at IPC. The proposal will now move forward to the Budget Planning Committee for consideration.

Reclaiming the Dream:

Susan distributed a report, “Reclaiming the American Dream: Community Colleges and the Nation’s Future,” prepared by AACC. As the planning committee for the college, it is important that we look beyond our own college and our state to follow national discussions taking place about student access and success.

Next Meeting: May 18, 2012, 1:00 p.m. **College Heights Conference Room,**
College Center, Room 468