

Institutional Planning Committee (IPC) Meeting

Friday, September 7, 2012

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

College Heights Conference Room, College Center, Building 10, Room 468

Members Attending: James Carranza (co-chair), Michael Claire, Laura Demsetz, David Locke, Susan Estes, Lorrita Ford, Jennifer Hughes (co-chair), John kilic, Alicia Kinert, Paige Kupperberg, Deborah Laulusa, Beverley Madden, Milla McConnell-Tuite, Teresa Morris, John Sewart, Henry Villareal, Andreas Wolf

Guest: Eric Utsumi

Summary Notes

Review of the Agenda

The agenda was approved.

Review of Summary Notes of August 31, 2012 meeting

The summary notes from the August 31st meeting will be reviewed at the September 21st meeting.

Overview of Integrated Planning for Continuous Improvement of Student Success Document

Jennifer Hughes distributed a planning document that provides updated information about the integrated institutional planning process. Ed Seubert, Digital Media instructor, was thanked for his work on the diagrams in the document that illustrate the planning cycles. This document will serve a "quick start" guide that provides an overview of the planning process. Mike Claire is developing another document that provides more detailed information about the planning process, including specific information that documents the process by which significant decisions (e.g., faculty hiring) are made. Laura Demsetz and Susan Estes will be providing the "quick start" document to the Standards co-chairs, particularly co-chairs for Standards 1 and 4. It will also be posted on the Accreditation website. This document will be shared at an all college meeting to be scheduled in the fall.

Review of Institutional Data

John Sewart and Milla McConnell-Tuite reviewed additional institutional documents, including:

- **Fast Facts, spring, 2012** – This document provides a snapshot of the institution. While not completed yet, the fall, 2012 numbers are very similar.
- **College Index** – At a subsequent meeting, IPC will need to establish targets for 2012-13. In doing so, we need to carefully examine each indicator. Based on the three year trend analysis provided, we may determine that some targets will remain the same, while others, especially in areas where the college plans to focus its efforts, may have higher targets.
- **Accountability for Reporting for the Community Colleges (ARCC)** – John provided background regarding the ARCC data. In 2004 the California Community Colleges State Chancellor’s Office was authorized by the legislature to design and implement a performance measurement system that contained performance indicators for the system and its colleges. The ARCC indicators have very specific definitions. The report covers a six year period (2007-2012). During this period of time, CSM has consistently ranked above nearly all ARCC performance indicators for the CCC system as a whole and for its peer groups.
- **Basic Skills Initiative (BSI)** - Key findings indicate that approximately one-half of new CSM students initially place into a basic skills math course. In comparison, 5.8% of students place into a basic English coursework. There has been a steady increase (+8%) in the proportion of students who place into basic math coursework in the past three years.

Accreditation Update (Estes) - Tabled

Other Agenda Items

None

Next Meeting: September 21, 2012, 1:00 p.m. – 3:00 p.m. College Heights Conference Room, College Center, Room 468

Reminder: IPC Planning Session, Saturday, September 22, 2012, 8:30 – 2:30, College Heights Conference Room, College Center, Room 468