

Institutional Planning Committee (IPC) Meeting

Friday, February 1, 2013

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

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

Membership: Alexis Alexander, James Carranza (co-chair), Juanita Celaya, Michael Claire, Laura Demsetz, Susan Estes, Fauzi Hamadeh, Jennifer Hughes (co-chair), Maggie Ko, Paige Kupperberg, Deborah Laulusa, Beverley Madden, Milla McConnell-Tuite, Kathy McEachron, Teresa Morris, John Sewart, Laura Skaff, Henry Villareal, Andreas Wolf

Meeting Summary

Review of the Agenda

The agenda was approved with the following additions:

1. Approach for the work of the two IPC task forces
2. Position Request (Kathy Ross)
3. Learning Center Presentation (Jennifer Mendoza and Pepper Powell)

Summary Notes from January 18, 2013 Meeting

The summary notes were approved with one change. In the Accreditation update from Susan, it was noted that the self-evaluation will go the Board for approval in the summer and will then be submitted to ACCJC sixty (60) days prior to the site visit.

Approval of Version 1.2 of the 'Overview' Planning Document (Susan Estes and Laura Demsetz)

Susan Estes and Laura Demsetz provided a revised version of the Overview Planning document. Page 9 of the document describes how something goes through the planning cycle. Page 10 provides information on the process for instructional materials funding. Page 11 describes the relationship of the college to the District mission. Student access and success is at the center. The District Mission influences the Board of Trustees core values and goals.

Please submit any suggested changes to Laura no later than Friday, February 8th.

Colleges have just received information from Barbara Beno indicating that student achievement data is now being examined. As a result, Milla suggested a slight modification to the student achievement data. The document will be distributed to the Standards chairs.

The Substantive Change report was sent to ACCJC for their review. It was noted that the achievement gap has closed in terms of success and retention of those students taking online vs. traditional "brick and mortar" classes. We will need to look at any disproportionate impact. Copies of the report will be sent to Management Council and instructional and student services administrators. The Board will approve in approximately two weeks.

Review of Business Process Analysis (BPA) Report

Accreditation Update (Susan Estes)

Other Agenda Items

Next Meeting:

February 22, 2013 1:00 – 3:00 p.m. College Heights Conference Room, College Center, Building 10, Room 468