

Institutional Planning and Budgeting Committee (IPBC) Meeting

Friday, November 15, 2013

1:00 – 3:00 p.m.

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

Members Attending: Stephanie Alexander, Kathy Blackwood, James Carranza, Michael Claire, Gary Dilley, David Laderman (chair), Hanna Haddad, Amanda Governale, Maggie Ko, Deborah Laulusa, Milla McConnell-Tuite, Teresa Morris, John Sewart, Laura Skaff, Jennifer Mendoza-Taylor, Henry Villareal, Lorrita Ford

Meeting Summary

Review of the Agenda

The agenda was approved.

Review Summary Notes from November 1, 2013 Meeting

The summary notes from the November 1 meeting was approved.

“Closeout” of Planning Cycle, 2008-2013

The committee continued to make progress on the “closeout” of the 2008-2013 planning cycle. Henry Villareal, chair of the Diversity in Action Group (DIAG), and Lorrita Ford, chair of the Distance Education committee, provided status reports on their respective committee plans. Both Henry and Lorrita handed out detailed planning reports, containing graphs with each committee’s goals and objectives, along with how far along each committee has come with respect to achieving these goals and objectives.

Henry underscored how DIAG has substantially improved the presence of multiculturalism across campus, noting culturally diverse events and programs such as Rudy Ramirez’ “Sounds of the Streets” concert, the Puente program, and forthcoming Umoja program. DIAG is successfully tracking the academic success rates of culturally diverse students; it is also fostering initiatives that integrate faculty, staff, students and administration. Lorrita then went over the DE planning document, emphasizing that most objectives have been achieved. She also reviewed a “brainstorming” document listing future goals to be pursue by the new Distance Education and Educational Technology Committee.

Reports from Budget Planning and Enrollment Management will be forthcoming at a future meeting.

Milla McConnell-Tuite presented a template for new initiative proposals, as well as sample criteria, or “decision-making matrices.” There was generally positive reception of the

proposal guidelines. Lively discussion ensued regarding how to incorporate and disseminate the document, as well as how fruitful it will be for both those bringing proposals forward, as well as the IPBC committee. There was some discussion of parameters of theme, and budget. There was also concern expressed that the document not intimidate or dissuade potential initiatives from coming forward. Most members felt the idea of establishing criteria and some kind of rating system to be a good one. Milla will further refine the proposal template, and bring back both the proposal form and potential criteria, for further review. A reasonable goal seemed to be to have the forms and process in place for spring 2014.

Milla also handed out the revised “Institutional Planning Structure” document (a visual graph), but we tabled discussion, as we were running out of time.

Lastly, we began discussion of data from the 2013 Self-Evaluation. Milla gave a useful overture presentation on the notion of “context” for evaluating data, and we took a few comments on some of the dominant themes articulated in the document’s five-page introduction. We will continue this discussion at upcoming meetings. We assigned various individuals to focus on specific sections of data, requesting that for our next meeting people look over the entire document, but come prepared with several specific observations or comments on their respective data section.

Next Meetings: (Note: All will focus on “closeout” of the planning cycle and review of family of data)

Friday, November 22, 2013, 1:00 – 4:00 p.m. (Note extended time of meeting)

Saturday: November 23, 2013, 9:00 a.m. – 3:00 p.m.

Friday, December 6, 2013, 1:00 – 3:00 p.m.

Friday, December 13, 2013, 1:00 – 3:00 p.m. (Placeholder)

Summary notes provided by David Laderman, IPBC co-chair.