

## Institutional Planning Committee (IPC) Meeting

Friday, January 30, 2015

1:00 – 2:30 p.m.

College Heights Conference Room, B10-468

Membership: Ron Andrade, Lana Bakour, Kathy Blackwood, Juanita Celaya, Michael Claire, Sandra Stefani-Comerford, Laura Demsetz, Alicia Frangos, Maggie Garcia, Fauzi Hamadeh, Kevin Henson, Jennifer Hughes (co-chair), Java Inatov, Maggie Ko, David Laderman (co-chair), Beverley Madden, Milla McConnell-Tuite, Teresa Morris, Kristi Ridgway, Jan Roecks, John Sewart, Laura Skaff, Jennifer Taylor-Mendoza, Henry Villareal, Andreas Wolf

### MEETING AGENDA

Item #	Item	Person Responsible	Time	Action
1	Review of the Agenda	Jennifer Hughes/David Laderman	3 min.	Decision
2	Review of Summary Notes from November 21 and December 10, 2014 Meetings	Jennifer Hughes/David Laderman	3 min.	Decision
3	District Reserves Policy	Kathy Blackwood	20 min.	Information
4	Update on Withdrawal Survey	Andreas Wolf, Henry Villareal	10 min.	Decision
5	Classified Position Update	Jan Roecks	15 min.	Information
6	Review Procedure/Structure for Budget Process	Mike Claire; Jan Roecks	15 min.	Discussion
7	Printing Class Schedule	Mike Claire, Jennifer Hughes, Sandra Comerford	15 min.	Discussion
8	Calendaring Agenda Items for Future IPC Meetings	Jennifer Hughes	10 min.	Information

Next Meeting: Friday, February 6, 1:00 – 3:00 p.m. College Heights Conference Room, Bldg. 10-468.