

Institutional Planning Committee (IPC) Meeting

Friday, May 19, 2017

1:00 – 3:00 p.m.

College Heights Conference Room, B10-468

Members Attending: Michael Claire, Sandra Stefani-Comerford, Laura Demsetz, Fauzi Hamadeh, Jennifer Hughes (co-chair), Sennai Kaffl, David Laderman (co-chair), Stephen McReynolds, Erica Reynolds, John Sewart, Jeremiah Sims, Katarina Stein, Mary Vogt

MEETING SUMMARY

Review of the Agenda

The agenda was approved. Jennifer Hughes took a moment to thank David Laderman, Academic Senate President and IPC co-chair, for his service on IPC. He did an excellent job in bringing forward concerns and issues from the faculty and ensured that all IPC information was shared in Academic Senate Governing Council meetings. He was especially instrumental in preparing for the 2013 Accreditation Self Evaluation and worked closely with faculty to ensure we had aligned all course SLOs with Program and Institutional SLOs. During his tenure as IPC co-chair, he provided keep insight and sound suggestions on a myriad of IPC topics, including Program Review.

Review Summary Notes from the May 5, 2017 meeting

The summary notes were approved.

Project Proposal Guideline and Summative Evaluation

The committee reviewed newly drafted forms. The first would, entitled Annual Review of Current Initiatives, would be a short one page document completed annually by the project/initiative coordinators in consultation with the appropriate dean. Minor revisions were made to this document. In early fall, IPC will need to schedule meetings for the existing learning community coordinators to meet with IPC to report on their programs. We will also schedule the coordinators of Supplemental Instruction and any others involved with current initiatives.

The second document, previously reviewed by IPC will be used for any new projects and initiatives. Additional revisions were made to the document, which will be completed and shared with IPC at the first fall meeting. One change was to allow two submission dates each year; one in September and one in February.

Update on Innovation Funds

Mike Claire provided an update on the status of the Innovation funds for 2017/18. He shared a document summarizing the requests that were submitted for CSM. Each college was awarded \$500K which is ongoing money. The funding for CSM will be used for the following:

- Secure ongoing funding for Dream Center

- Provide for “STEAM”/Maker Support
- Expand Early College High School/Afternoon College/Middle College
- Coastside/SMUHSD/College for Working Adults
- Learning Community/Year One Support

Update on Classified Senate

Fauzi Hamadeh provided an update on the status of the Classified Senate. The classified staff voted to establish the Classified Senate at CSM and adopted the proposed Constitution. The next step will be to hold elections for officers and representatives on the Senate. Fauzi was thanked for his leadership and continued efforts to re-establish the Classified Senate at the college. David Laderman mentioned that the Academic Senate looks forward to working closely with the Classified Senate. In addition, the Center for Academic Excellence might serve as a nexus for faculty and staff professional development.

Next Meeting: Fall, 2017 Dates to be Determined