

## **Institutional Planning Committee (IPC) Meeting**

**Friday, February 23, 2018**

### **MEETING SUMMARY**

Members in attendance: Juanita Celaya, Rich Rojo, Jeramy Wallace, Anniqua Rana, Mike Claire, Mary Vogt, Sarah Mangin, Jia Chung, Fauzi Hamadeh, Colby Riley, Katrina Relos, Erica Reynolds, Andreas Wolf, Teresa Morris, Elnora Kelly Tayag

#### **Review of the Agenda**

Jeramy had everyone review the agenda. No objections.

#### **Review summary Notes from the February 2, 2018 Meeting**

No one had any questions about the summary.

#### **Review Participatory Governance Document**

Jeramy distributed the document (see handouts). Fauzi & Jeramy created the handbook together, cobbled from CSM's already existing content. He went over the proposals contained in the document. He mentioned that IPC has become more administrator heavy and his recommendations are based upon that. He recommended specific faculty staff, students' positions who should be on IPC. A discussion followed on whether or not the proposal works for everyone.

Juanita was concerned there seems to be less student representation, and Colby said that he thinks 3 is probably good enough.

The big change Jeramy said was that he wanted to impose a 2-year term limit to encourage turnover and to get more people involved. This would not apply to IPC, but more to committees such as EEC, DIAG, etc. He also addressed IPC training on what the committee's about and what the responsibilities are.

He asked about what people thought about the quorum rule (50% + 1). Committees under the Brown Act are subject to this rule. Fauzi discussed the Brown Act and said that any committee who reports to the Board of Trustees is bound under the Brown Act.

Mike thought the topic on IPC membership and responsibilities would be a good topic for the leadership retreat.

Jeramy is currently working to find out the purpose of many committees. Anniqua asked if Guided Pathways should be a standing committee, and a discussion followed, and a decision made that it probably should be, with a plan for GP to present at a future IPC meeting.

#### **Review a draft of the Guided Pathway Multi-Year Plan**

Anniqa distributed a handout showing Guided Pathway's progress thus far, gave a recap of their collaboration with Career Ladders, and expounded upon the findings and any needs arising from those. Highlights included increased faculty and staff participation. Anniqa announced the Guided Pathways website is up and running.

There is a draft they would like to present to IPC for feedback that will go the state afterwards.

The team is focused on the work plan which is due March 30. She mentioned Guided Pathways training in Oakland next week, and asked anyone who is interested to let her know.

IPC members attending the Leadership retreat on March 16<sup>th</sup> will try to cover the plan.

### **Update on Leadership retreat**

Mike emphasized the need to build a framework around all the great things that are happening at the college right now. He feels that within the past 10 years, the college has been practically rebuilt, so he thinks it's a good time for the leadership groups of the college to get together. He hopes that this will be a first of many such retreats. It will be held from 9 am – 2pm on Friday, March 16<sup>th</sup> at Canada Vista.

### **Announcements:**

Katrina announced that on Feminist Week, from 3/13-3/15, highlights are speakers from Black Lives Matter and other gender issues speakers.

Meeting ended 2:11 p.m.