

Institutional Planning Committee (IPC)

Meeting Summary

September 19, 2018

Room 18-206

Members: Mike Claire, Laura Demsetz, Alicia Frangos, Anniqua Rana, Gabriela Topete Eng Goon, Mondana Bathai, Arielle Smith, Jeramy Wallace, Kim Lopez, Fauzi Hamadeh, Jan Roecks, Elnora Kelly Tayag, Teresa Morris.

Guests: Mary Vogt, Erica Reynolds, Ludmila Prisecar, Tarana Chapple, Jeremiah Sims, Hilary Goodkind.

Review of the Agenda

No changes were requested.

Review of Summary Notes

No changes were requested.

Finance Subcommittee Membership

Mike asked the constituencies if there are any appointments to the new committee yet. He will be sitting on the committee as a non-voting member, but would like it to be made up of classified staff, faculty and students. Kim and Mike went through the list and confirmed all 7 people required to convene the first meeting. It will be open to the college and anyone who wants to attend the meetings can do so.

Members:

Gaby Topete (student at large)

Mike Claire

Ludmila Prisecar

Fauzi Hamadeh (classified senate Rep)

Jan Roecks (member)

Mondonna Bethai (student rep)

Arielle Smith (faculty rep)

Steve Lehigh (faculty rep)

IPC Membership Clarification

Kim reviewed IPC's current membership requirements and finalized membership: 6 CSEA, 6 faculty, 6 management reps, and ex-officio and guest seats in the committee.

Student Appointments 18-19:

Mondana Bathai

Gaby Topete

Georgia Giari

Faculty:

Madeleine Murphy

Arielle Smith

Sarah Mangin

Teresa Morris

Tabatha Conaway

Paul Hankamp

[Past president, David Laderman, as a non-voting member]

Classified Senate Members

Alicia Frangos

Juanita Celaya

(Four more senate member to to be added by Fauzi by the next IPC meeting)

Administrators:

Krystal Duncan

Elnora Kelly Tayag

Heidi Diamond

Anniqua Rana

Emily Barrick

Laura Demsetz

3 Tri-Chairs Appointments:

Fauzi Hamadeh

Jeremy Wallace

Kim Lopez

Ex Officio:

Mike Claire

Guests:

Jeremiah Sims

Mary Vogt

Hilary Goodkind

Erica Reynolds

Ludmila Prisecar

Jia Chung

Jan Roecks

FLEX Day Update

Tarana updated the committee on the upcoming Flex day for October 10th. The themes are Accreditation and Guided Pathways. Arielle did a rundown of the schedule for the panel presentations. Final meetings to set everything up are taking place this week.

Fauzi said he would like to add a session requested by Classified Senate if possible and it was approved.

They are working on confirming the times for all the programs and will be sending out the final agenda campus-wide next week.

Student Equity Plan Update

Jeremiah updated the committee on the status of the Student Equity Plan. He says he is still waiting on data, and after he receives it, they will begin to write a draft of the plan. He showed the committee the chapters laid out on whiteboard that will make up the report. EEC will be working in separate groups to get it done by the deadline (December or January).

Transportation Task Force

Fauzi said a structure has been set up for the committee, which includes 2 reps from each constituency. He would like the steering group to review the newest study from the District and come up with a recommendation for solving some of our transportation issues. In meetings, it was decided to start out with a smaller committee, and opening it up to the campus soon thereafter. There are many faculty and students interested in taking part, so Fauzi suggested that the constituencies come back with a list of names for the upcoming October 3d meeting. Fauzi is the current lead of getting the committee

together, which has 6 total members so far. Fauzi said the second October IPC meeting would be good for reporting back on the transportation survey results.

Accreditation Timeline

Hilary announced that the official Accreditation visit will be taking place the last week of September, 2019. ACCJC rep Steve Reynolds was at CSM to discuss SLOs last week and there is another upcoming workshop/training session scheduled for November 29, which will be focused on the ISER. Hilary is working on an agenda for that session. ISER writer Madeleine Murphy and Laura Demsetz will meet with cabinet regularly starting next week, and Mary and Hilary are implementing a SmartSheet project management tool which will contain all of the accreditation information and timeline. Mike emphasized that the Accreditation team's draft timeline should be done soon in order to get feedback from those involved. The ISER will be much less dense and detailed than it was in 2013 due to new ACCJC requirements. There was discussion about the EMP and "5 in 5" information that is coming out soon, that faculty can refer to when writing Program Review.

Next Meeting: October 3, 2018