

Institutional Planning Committee (IPC) Meeting

Wednesday, October 17, 2018

1:00 – 3:00 p.m.

Room 18-206

Members: Emily Barrick, Mondana Bathai, Michael Claire (ex-officio), Juanita Celaya, Sandra Stefani-Comerford, Tabitha Conaway, Laura Demsetz, Heidi Diamond, Krystal Duncan, Alicia Frangos, Georgia Giari, Gaby Topete Eng Goon, Fauzi Hamadeh (co-chair), Paul Hankamp, David Laderman, Kim Lopez (co-chair), Sarah Mangin-Hinkley, Paola Mora Pardes, Teresa Morris, Madeleine Murphy, Luis Padilla, Anniqua Rana, Erica Reynolds, Jose Rocha, Richard Rojo, Elizabeth Schuler, Arielle Smith, Elnora Kelly-Tayag, Jeremy Wallace (co-chair), Valerie Young

Guests: Jia Chung, Hilary Goodkind, Ludmila Prisecar, Jan Roecks, Jeremiah Sims, Mary Vogt

MEETING SUMMARY

Review of the Agenda

Fauzi was not able to make the meeting so Kim will read his statement.

Review Summary Notes from October 3, 2018 Meeting

Committee reviewed the summary notes from the last meeting. Summary was approved.

First Review of the Draft Education Master Plan (EMP)

Hilary Goodkind presented our draft of the EMP to IPC. She reviewed the document in detail, highlighting important details of each section. The mission, vision & values are in the process of being finalized and sent to the Board of Trustees for approval. The five strategic priorities were defined by an IPC work group and include over 250 CSM voices. This EMP represents the college and its students. Our job is going to be to identify how and when we lose students so that we can improve our programs and services.

The draft EMP contains tables to organize our implementation efforts. The first table will inventory existing initiative and committees working on each priority. Based on that inventory, cross campus teams will be formed to set annual progress milestones for each priority in the second table. The third table will be where we define our measures for each

priority. Hilary will create a shared document so that everyone involved can provide draft input to the implementation tables.

The deadline for feedback on the content is November 16th.

Feedback from college constituencies is to be compiled through Senate Leads. Hilary will integrate edits and modifications into to finalize the plan.

A second reading, with approval, will be held at our December 5th IPC meeting.

Kim informed IPC we would be switching the March 20, 2019 meeting to March 27, 2019.

Program Review Process

The IPC agenda planning committee will be developing a rubric to be used by IPC members in reviewing the upcoming program reviews and resource requests. This year is that Academic Senate will be reviewing the program reviews as well as IPC. An IPC subcommittee will compile a calendar as part of planning for program review, including roles and responsibilities.

Meeting ended at 2:16 p.m.

Next Meeting: November 7, 2018