

College of San Mateo
Institutional Planning Committee (IPC) Meeting

October 2, 2019

1:00 – 3 PM

Room 10-468

Members Present: Heidi Diamond, Krystal Duncan, Allie Fasth, Alicia Frangos, Max Gaines, Kim Lopez, Teresa Morris, Madeleine Murphy, Rosemary Nurre, Luis Padilla, Erica Reynolds, Jose Rocha, Jackie Santizo, Elizabeth Schuler, Elnora Kelly Tayag, Jeremy Wallace, Chun Wai (Mark) Wong, Chris Woo, Andrew Young

Co-Chairs: Fauzi Hamadeh, Micaela Ochoa, Arielle Smith

Members Absent: Emily Barrick, Tarana Chapple, Elizabeth Consavari, Todd Windisch

Guests: Lizette Bricker, Tabitha Conaway, Laura Demsetz, Mike Holtzclaw, Hilary Goodkind, Trang David Laderman, Luong, Kristi Ridgway, Carol Ullrich, Mary Vogt, Peter von Bleichert

Meeting Facilitator: Arielle Smith

MEETING SUMMARY

Welcome and Review Agenda

Arielle announced the visiting accreditation team and they introduced themselves (Madjid Niroumand, Yvonne Griggs, Raj Bajaj, and Debra Polak)

Arielle reviewed the agenda. No changes were requested.

Meeting Summary

No changes.

Acknowledgements and Brief Announcements

- Retreat reminder: October 8
- EOPS 50th Anniversary Celebration: October 2
- Service Awards: October 31

Hilary commended the IPC committee members who have responded to data requests for the visiting accreditation team.

Arielle and Hilary commended Mary for handling the accreditation visit logistics.

50th celebration for EOPS starts at 6pm tonight.

Retreat for EMP coming up next Tues., October 8th, RSVPs requested for anyone who has not yet responded.

October 31st service awards 2-3:30 ceremony. More information to follow.

IPC Membership

Arielle announced new faculty members Rosemary Nurre and Elizabeth Consavari as new faculty co-reps who will be rotating the attending meetings.

New Member Training and Consensus Based Decision Making (carryover from September 18, 2019)

Fauzi did a brief overview of IPC, its history and consensus decision-making. Updating IPC went along with the planning manual (see handout). Fauzi asked Mary to send out a copy to everyone, and it will be posted on the IPC website.

Guided Pathways Update

Allie gave a presentation showing where the college is in the GP process. She introduced the team and presented the Four Pillars of Guided Pathways, and asked committee members to talk to the person next to them to see which pillar they feel they support (see presentation). The team is currently workshopping and developing maps to establish the pathways, and they will be working with their equity committee to develop that rubric. The steering committee will be working with them at a meeting in November. The goal is to have a first-round draft by the end of the semester. There is a submission process on the GP website, and they have begun to see some come in. There are also more upcoming workshops available to everyone (see calendar handout). The next phase is working into clusters. Allie also gave a preview of what their upcoming flex day activity will entail, and invited the committee to the GP meetings.

Upcoming steps include focusing on developing a staff project to get classified staff engaged in the GP process. Allie will also be returning the plan to IPC in the spring before it goes to the state. She also demonstrated the EMP alignment with the five strategic priorities which will be addressed at the upcoming EMP retreat next week.

Preliminary Campuswide Feedback on White Paper

Madeleine asked for feedback, questions or thoughts on the White Paper draft that was presented at the last IPC meeting. Arielle said that the Academic Senate gave positive feedback. Rosemary thanked Madeleine for her work on SLOs and praised her on improving the process. Madeleine gave a short history and overview of SLOs.

Update on Honors Program and TAP visit in Spring

David Laderman presented an update on the Honors Program. The new issue of Labyrinth was distributed to the committee. He explained CLA Transfer Alliance Program (TAP) is. It represents a gold standard for students transferring to UCs. All 3 of the District's colleges are UCLA TAP.

Every 5 years they require a site review and report. Since CSM has been a TAP member for 5 years, a site visit is scheduled for the spring. This fall, 5 CSM students were TAP certified. Next fall, David plans to have 15 accepted. The program allows students also to apply using an alternative major, which is a perk and gives them other benefits while at UCLA. The program is to promote diversity and retention. David gave a shout out to Hilary and PRIE and her team for the data he needed for his report. (See handout). He shared an example site visit to see what it's like, sort of a mini-accreditation visit. He emphasized that the honors program has grown by a lot in the past few years and continues grow steadily. Krystal offered support to the program.

Tentative Agenda Items for October 16, 2019

- Technology Plan Update
- Accreditation Team Visit Debrief
- Governor CCCC Board of governors Tom Epstein will be visiting CSM on Wednesday October 16 from 11-4pm (see schedule posted on IPC website for this week)
- Student Hunger Initiative Update
- Joe Fullerton would like to make a sustainability presentation in a future meeting

Tentative Agenda Items for November 6, 2019

- Resource Request Process
- Building 17 Update
- Constituent Relationship Management (CRM) Update
- College Budget Update

Adjourn

Meeting ended 2:28 p.m.

REMINDER: October 8, 2019 EMP Strategic Planning Session, 9:30 AM – 3:30 PM

October 16, 2019 IPC, 1PM-3PM

November 6, 2019 IPC, 1PM-3PM

November 20, 2019 IPC, 1PM – 3PM

December 4, 2019 IPC, 1PM-3PM