

Institutional Planning Committee (IPC)

Purpose	The mission of the Institutional Planning Committee is to ensure the implementation and ongoing assessment of the institutional planning process.
Functions	<ul style="list-style-type: none"> • Reviews and recommends changes to policies and procedures at CSM • Reviews and recommends changes to implementation of policies and procedures at the District Office • Develop institutional priorities based on the SMCCCD Strategic Plan and the CSM Educational Master Plan • Ensure that budget allocations are based on institutional planning priorities and are relevant to the current fiscal environment • Establish measurable indicators for institutional priorities based on recommendations from the Office of Planning, Research, and Innovation (PRI), establish targets for those indicators, and monitor progress in meeting those targets • Ensure that participatory governance is properly followed across all participatory governance committees • Ensure the integration of the planning process, including, but not limited to, a coordinated, institutional approach in addressing college priorities and the interrelationships among institutional plans • Establish regular communication with the campus community regarding the institutional planning process • Assess on an annual basis the effectiveness of the Institutional Planning Committee and institutional planning process • Receive and provide feedback on annual reports from Equity Committee, Technology Committee and Finance Committee
Recommends to	College President
Chair selection	Tri-chair: Academic Senate president, Classified Senate president, Vice President (designated by Cabinet annually)
Membership	<p>IPC shall be made up of the following members:</p> <p>Administrators</p> <ol style="list-style-type: none"> 1. President (ex-officio, non-voting) 2. 6 administrators appointed by Management Council <p>District Office</p> <ol style="list-style-type: none"> 1. District Office Representative on an as needed basis (non-voting) <p>Faculty</p> <ol style="list-style-type: none"> 1. Coordinator (ex-officio), Student Learning Outcomes 2. Coordinator (ex-officio), Professional Development 3. Chair (ex-officio), Curriculum Committee 4. Faculty Representative (ex-officio), Educational Equity Committee 5. Faculty Coordinator (ex-officio), DE 6. Past President (ex-officio), Academic Senate <p>Staff</p> <ol style="list-style-type: none"> 1. 6 at-large classified employees <p>Students</p> <ol style="list-style-type: none"> 1. President (ex-officio), ASCSM 2. Vice President (ex-officio), ASCSM 3. Finance Director (ex-officio), ASCSM <p>Subcommittee Representatives (can fulfill dual roles)</p> <ol style="list-style-type: none"> 1. Representative, Equity Committee 2. Representative, Technology Advisory Committee 3. Representative, Finance Committee
Term Limits	2-year staggered or by virtue of position

Staff	President's Administrative Assistant
Quorum	50% of members plus one
Brown Act	No
Type of decision making	Consensus
Accreditation Standards/ Institutional Priorities	AP 2.75.1 Institutional Planning and Effectiveness
Additional Notes	No action of IPC shall impinge on the due process rights of faculty and the responsibilities of constituencies outlined in Title IV and Board Policy

Revisions Presented to IPC: September 2, 2020