

Institutional Planning Committee (IPC) Meeting

[Meeting Recording](#) | Access Code: m*8g51cU

February 2, 2022 | 1:10 – 3:00 PM

Members: Linda Allen, Donna Eyestone, Alicia Frangos, Remi Harada, Nicole Hong, Margaret McGugan, Andrea Morales, Madeleine Murphy, Carol Newkirk Sakaguchi, Luis Padilla, Kristi Ridgway, Jackie Santizo, Liz Schuler, Christopher Walker, Andreas Wolf

Guests: Hilary Goodkind, Alex Kramer, Edna Letran, David McLain, Jeremiah Sims

Co-Chairs: Fauzi Hamadeh, Mike Holtzclaw, Teresa Morris

Meeting Facilitator: Mike Holtzclaw

Attendance: 38 members and guests joined the meeting

AGENDA

1. Welcome and Review of the Agenda:

Mike Holtzclaw called the February 2 IPC Meeting to order at 1:12 pm and welcomed everyone to the meeting. He presented the agenda for review and approval. The agenda was adopted as presented.

2. Review and Approve of Minutes - November 17, 2021

Mike presented the IPC Minutes of the November 17, 2021 meeting for approval. The minutes were approved as presented with no corrections.

3. Review and Approve of Minutes – December 1, 2021

Mike presented the IPC Minutes of the December 1, 2021 meeting for approval. The minutes were approved as presented with no corrections.

4. Check-Ins, Acknowledgements, and Brief Announcements

David McLain announced that the tickets for CSM Centennial Gala went on sale on February 1 for employees and students. He said that there were only 150 tickets available for employees and invited everyone to purchase their ticket to attend and commemorate the College's 100 years of academic excellence.

Teresa Morris announced that students may now check out technology from the library with no appointment needed. She said that Library has laptops and Wi-Fi hotspots available. Students can check out technology for the entire semester, three weeks, a week, or a day. She asked everyone to remind students that the technology will be available while supplies last.

Mike Holtzclaw gave kudos to Jeremiah Sims for leading the IDEAL Training for Cabinet on February 1. He said that it was a wonderful training and thanked Jeremiah.

Hilary Goodkind announced and welcomed Brittany Rubio as the new PRIE Administrative Assistant.

5. Senates and Management Council Reports

Classified Senate: Fauzi Hamadeh reported that the first Classified Senate meeting of the semester will be Wednesday, February 9 at 1 pm via Zoom.

Fauzi also announced that CSM has been accepted as part of the next cohort for the Chancellor's Office Caring Campus initiative. He said that this is an opportunity for classified professionals to come together and develop strategies on how to make the campus more welcoming, be more supportive of students, and make deeper connections with students. Hilary Goodkind gave huge kudos to the team that wrote the assessment for Caring Campus: Fauzi, Allie Fasth, LaShonda Kennedy, Kristi Ridgway, Jeremiah Sims, and Hilary were all involved. She thanked them for their fantastic work.

Academic Senate: Teresa Morris reported that the Academic Senate is going to be meeting virtually for the rest of the semester.

Teresa shared that the Senate will begin the conversation on developing a guide on how faculty can participate in hiring committees. This document will serve as guidance document for faculty who would like to request to participate as part of the hiring process.

Teresa reported that Academic Senate continues to do the "Great Read" of program review and will have a presentation and discussion about Hyflex later in February. Teresa also announced that Arielle Smith, Academic Senate Co-President, had returned from her leave of absence.

ASCSM: Nicole Hong reported on behalf of Andrea Morales. She said that ASCSM was grateful to be back on campus. The students hosted their Welcome Week event the week of January 24 and is planning additional in-person activities for this semester.

Management Council: Ron Andrade reported that at the January meeting, Management Council engaged in small group conversations and discussions regarding equity based on the presentations and information that Dr. Jeremiah Sims provided in the fall semester. The next meeting will be Monday, February 14 from 11 am – 12 pm.

Ron announced that he will be taking a position at Cañada so he will not to be serving as co-chair anymore with Aubrey Roderick.

President Jennifer Taylor-Mendoza congratulated Ron on his new job and wished him luck.

Jeremiah Sims announced that he will be resigning from CSM and his last day will February 28. He said that he will be taking the full-time job of being a homeschool teacher for his sons.

President Jennifer Taylor-Mendoza congratulated Jeremiah on his new role with his children and said that the campus community will be able to celebrate Jeremiah before he leaves. An announcement about the event will be coming out soon.

6. Governor's Budget Update

Micaela Ochoa provided an update on the 2022-2023 Governor's budget proposal. She said that the State Budget timeline was as follows: In January the Governor submits the State Budget Proposal and in May the Governor submits a revised budget that is called Governor's Budget May revise

proposal. The Governor and the Legislator then enter in negotiations and a final budget is adopted in June for the fiscal year that starts July 1.

Micaela shared that the January Governor’s proposed budget has increased by 9% for the 2022-2023 fiscal year. The proposal is for one-time money that will impact higher education.

The State Budget Proposal presentation has been posted on the IPC Website.

7. Integrated Planning Process

Hilary Goodkind shared that the current EMP was going to be revised even though it is still current. The revised Educational Master Plan (EMP) will be for five years and cover 2022 through 2027.

Hilary provided an overview of the process of the revision to the plan: EMP Alignment, EMP Timeline, EMP Implementation, EMP Strategies, EMP Structure and EMP Document Structure.

Hilary asked for feedback and said it could be sent to directly to her at goodkindh@smccd.edu.

8. Agenda Items for February 16 Meeting:

Mike presented the current agenda items for the February 16 IPC meeting: 1) Reflections from the first 100 Days, Jennifer Taylor-Mendoza, (20 minutes); 2) Dual Enrollment Update, Tiffany Zammit (30 minutes); 3) Program Review - Debrief and discuss possible college-wide trends/concerns Feedback to programs and departments. There were no additional items identified at this time. Mike asked that additional agenda items to be emailed to either one of the tri-chairs: Fauzi Hamadeh at hamadehf@smccd.edu; Mike Holtzclaw at holtzclawm@smccd.edu, or Teresa Morris at morrist@smccd.edu.

9. Adjourn

Mike adjourned the February 2 IPC meeting at 1:54 pm. He thanked members and community for attending the meeting and wished them a good rest of the week.

IPC Schedule of Meetings:

2021	2022
September 1 & September 15	January 19
October 6 & October 20	February 2 & February 16
November 3 & November 17	March 2 & March 16
December 1	April 13
	May 4 & May 18
IPC meets every first and third Wednesday of each month during the academic year except where indicated *	