

## Institutional Planning Committee (IPC) Meeting

March 16, 2022 | 1:10 – 3:00 PM

[Meeting Recording](#) | Access Code: ciX##RY4

**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 Wolfe

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

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

**Meeting Facilitator:** Mike Holtzclaw

**Attendance:** 40 members and guests joined the meeting.

## Minutes

### 1. Welcome and Review of the Agenda:

Mike Holtzclaw called the March 16 IPC Meeting to order at 1:11 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 of February 16, 2022

Mike presented the February 16 IPC Meeting for review and approval. The minutes were adopted as presented.

### 3. Check-Ins, Acknowledgements, and Brief Announcements

David McLain announced that the Bulldog Bulletin had a new email address [bulldogbulletin@smccd.edu](mailto:bulldogbulletin@smccd.edu). He reminded and encouraged everyone that if they had important information, stories or features to share news to campus, students and/or employees, to send an email so that it can be featured in the Bulldog Bulletin.

### 4. Report from IPC Sub-Committees

**EEC Report:** Krystal Duncan provided an update on EEC. She said that she was going to be serving as a tri-chair for EEC until the end of the semester for Jeremiah Sims who resigned. She provided an overview on the funding that was awarded to EEC last year for the ethnic studies and antifascism lecture series. She shared that the time for the EEC meetings had changed to start at 2:15 pm.

Malathi stated that there were two separate lecture series: Ethnic Studies lecture and Antifascism lecture. She said that recording of the series were going to be on the website available only to the SMCCCD community. She announced that the next lecture by Dr. Luisa Ossa, with special guest Mr. Jonh Jak Becerra Palacios was scheduled for Friday, April 15 at 11:30am-12:30pm, on Blackness, Anti-Blackness, and Black Resistance in Colombia.

Krystal thanked Paula and Jackie and announced that the next EEC meeting was scheduled on April 5 at 2:15 – 4 pm.

- Finance – Micaela Ochoa reported that the finance committee met on March 10 and had a great presentation on EOPS and recommended that the presentation come to IPC and thanked Krystal Duncan and Patrice Reed-Fort for arranging the presentation. She also recommended for the presentation to be brought to Centennial events and she’s already in contact with David McLain about it.
- Technology – Ellie Tayag reported on behalf of Tarana Chapple. She said that the Technology Advisory committee met on March 15 and welcomed Alice Frangos as a new member to the committee. She shared that the committee was working in a new technology survey which was going to out to faculty and staff after spring break and the survey results would be utilized to identify which areas need more support. She added that they were also working on a student survey that was going to go out in the fall.
- Safety – Micaela Ochoa reported that the Safety committee meeting was scheduled to meet on March 24 at 2 pm and the agenda and information would go out by Tuesday, March 22. She said that everyone was invited to attend the meeting.

## 5. Guided Pathways

Allie Fasth provided an update on Guided Pathways/Academic & Career Communities and shared the “Why” Academic & Career Communities which is to help a greater number of students, particularly those who are disproportionately-impacted, access course offerings, receive support & complete their educational goals.

Allie shared the work that the Academic & Career Communities have been doing up to date as follows:

- Fall 2021: Advisory teams convened on support team planning; Release time for 5 faculty members (.2FTE/3FLC); Worked on data & Marketing for Guided Pathways; Program Mapper launched.
- SPRING 2022: Building infrastructure for support teams with co-leads & Steering Committee; Recruiting 5 faculty members for Academic & Career Communities in Fall; Training different groups on Program Mapper; Plans to integrate ACCs into Fall 2022 Welcome Week; Review of Interdisciplinary Degrees & next steps; Building 3-year and part-time maps.

Allie shared how the CSM Student Body connects through programs such as Promise, EOPS, Learning Communities, Mesa, MCC/DC, etc. and shared that they also are identifying who is left and who needs the support first.

Allie shared Next Steps: To have a session during Flex Day on April 21 with a panel of experts from other colleges to support team implementation; training during the summer for support team members; to be ready for unveiling in the fall.

Allie announced that the Career Exploration Fair was scheduled for Wednesday, March 23 from 10:30 am to 1 pm in the Bayview Dining and it was going to be in person. Any questions can be directed to Allie Fasth at [fastha@smccd.edu](mailto:fastha@smccd.edu).

## 6. Coastside Update

Jennifer Taylor-Mendoza provided a presentation on the work CSM is doing to serve the Coastside. She shared the goals of the 2022–2027 EMP as: Moving away from “initiatives” to recenter core processes to serve the college mission; Comprehensive approach to serving students as we move away from siloed efforts; Reaffirmation of our role as the community’s college; Intentional focus on continuous improvement and measured outcomes/metrics; Practical activities “To-Dos”; Planning that articulates budget to values.

CSM Planning Cycle: CSM Master Plan; Six Priorities; Integrated Plans; Unit work Plans; Program reviews; Resource Requests.

Priorities: antiracism and equity; Community partnerships; effective communication; strategic planning; student-focused support; and teaching and learning.

The Coastside Mission: “At the core of it and in the most basic humanizing terms, in order for our educational institutions to succeed in their grand missions, we all must care about other people’s children.”

Jennifer shared her Coastside work Focusing in Year One of her Presidency. She has embarked on a listening tour to better understand community needs; modeled presence, visibility, and accessibility to facilitate communication and build trust with community partners; conducted a comprehensive assessment and develop a Coastside plan for programming. And Key components have been identified as follows: CSM’s Coastside Service Area; Coastside Population; Current Coastside demographics; Coastside Employee Key Points as of February 28; Coastside Community Key Points as of March 2; Shared Opportunities; Coastside Community Partners; Coast to College: Lyft Rides for CSM Students; Coast to College: Education Plan;

Jennifer lead a breakout session. She posed a scenario: Imagine that in five years CSM’s Coast to College Education Plan is fully implemented; and asked participants to choose one of the questions below to discuss with their group and share out.

- a. What do we hope to have achieved?
- b. What at the college and in the community
- c. will let us know we have succeeded?

## 7. Commencement Update

Fauzi Hamadeh provided an update on the 2022 Commencement. He said that he was very excited to share that the 2022 Commencement Ceremony was going to be in-person on Friday, May 27 at 4 pm in the football stadium. He said that the commencement committee has been meeting to plan to accommodate students and their families at the event. He announced that March 4 was the deadline for students to register for a degree and/or certificate and that after the spring break, an announcement was going to be sent to students to RSVP for the event. He also said that students who graduated in 2020 and 2021 would be allowed to participate in the 2022 Commencement Ceremony if they request it by sending an email at [csmvpss@smccd.edu](mailto:csmvpss@smccd.edu) stating that they graduated in 2022 or 2021. However, this information won’t be advertised.

**8. Agenda Items for April 13 Meeting:**

Mike presented the current agenda items for the April 13 IPC meeting: 1) Wayfinding and Space Utilization Presentation – Marie Mejia; Equity Survey Data – Hilary Goodkind & Micaela Ochoa; Mid-Semester Check-in with Breakout Rooms – Tri-Chairs. No items were identified at this time. Mike asked that agenda items should be emailed to either one of the tri-chairs: Fauzi Hamadeh at [hamadehf@smccd.edu](mailto:hamadehf@smccd.edu); Mike Holtzclaw at [holtzclawm@smccd.edu](mailto:holtzclawm@smccd.edu), or Teresa Morris at [morrist@smccd.edu](mailto:morrist@smccd.edu).

**9. Adjourn**

Mike adjourned the March 16 IPC meeting at 2:36 pm and thanked members and community for attending the meeting.

2021	2022
September 1 & September 15	January 19
October 6 & October 20	February 2 & February 16
November 3 & November 17	March 2 & <b>March 16</b>
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 *	