



Institutional Planning Committee (IPC) Hybrid Meeting

College Heights Conference Room | 10-468

Zoom Room: <https://smccd.zoom.us/j/81463278659> | Meeting ID: 814 6327 8659

May 1, 2024 | 1:10 – 3:00 p.m.

Members: Donna Eyestone, Enzo Ferreira, Carla Grandy, David Galvez, Alicia Frangos, Alex Guiriba, Fauzi Hamadeh, Susan Khan, Montse Morales, Teresa Morris, Monique Nakagawa, Luis Padilla, Brittany Shive, Richard Storti, Carol Ullrich, Andrea Vizenor, Chris Walker, Jeramy Wallace, Todd Windisch

Attendees: Natalie Alizaga, Alex Claxton, Guillermo Cockrum, David Crafts, Donna Eyestone, Alicia Frangos, Eddie Flores, Alex Guiriba, Carla Grandy, Heeju Jang, Susan Khan, Beth LaRochelle, David Lau, Deborah Laulusa, Kohya Lu, Linda Ma, Joey Martinez, Claudia Menjivar, Edgardo Molina Carlos, Teresa Morris, Monique Nakagawa, Melinda Nguyen, Luis Padilla, Tamara Perkins, Arielle Smith, Richard Storti, Bryan Swartout, Ellie Tayag, Finausina Tovo, Carol Ullrich, Jeramy Wallace, Christopher Walker, Libby White, Todd Windisch,

Co-Chairs: Carla Grandy, Fauzi Hamadeh, Todd Windisch

Facilitator: Todd Windisch

MINUTES

1. Welcome and Review of Agenda

Carla Grandy called the meeting to order at 1:14 pm, and welcomed both in person and online attendees.

2. Review and Approval of Minutes

The minutes for the March 6 and April 3 meetings were approved.

3. Check-Ins, Acknowledgements, Brief Announcements, and Public Comment Commencement Update

Alex Guiriba announced that Friday is the deadline for student to register their interest in speaking at the Commencement ceremony. If there are any students are set to graduate but have not received the graduation announcement, please have them

contact him, Muang Pharn or Deb Laulusa. The commencement committee will be meeting weekly.

Accreditation Update

Monique Nakagawa reminded all that four (4) groups will review each accreditation standard. Each group will be tri-chaired by an administrator, a faculty and a classified staff. Accreditation standards 1 and 4 will be combined and only one (1) group will review the combined standard. Meanwhile, standard 2 will be split so that two (2) groups will review. It has been a challenge to recruit chairs, so different incentives are currently being explored to assist recruiting.

Public Comment

Carla announced that Ada Delaplaine will retire at the end of the semester after a long career at CSM. It is a big loss for the Instruction Office, but they wish her well as she enters into a well-deserved retirement. A card will be passed around for anyone that would like to sign, and Shana Young is collecting donations for a gift.

Teresa Morris reported that Saturday (5/4) from 10:00 am-4:00 pm is Free Comic Book Day at the library at across the region. She encouraged all families with children to attend to enjoy free comic books and to hang out.

Carla congratulated the softball team for qualifying and playing in the state championships again this year. They will be playing on Saturday (5/4).

4. Reports from Subcommittees

Academic Senate

Todd Windisch reported that the senate finished their bylaws revision. Included in the revision was the addition of a new committee for program review to help keep cycle regular and where their program improvement and viability process will be housed.

Skyline representatives presented on Title IX and will be gathering feedback from the three colleges. Voting on Title IX issues will take place at the next Academic Senate meeting.

They were able to make to award approximately \$2000 in scholarships to students. They are hoping to increase that amount next year.

Todd attended the state plenary as the college's voting delegate. He will provide an update at the May 15 IPC meeting.

A petition that started at CSM to reduce minimum qualifications for nursing faculty to align with the Board of Registered Nurses to create ore equity in the field made it to the state level. It went through multiple hearings at the state level and was passed unanimously during voting. Congratulations to our nursing faculty for starting this petition.

Classified Senate

Alicia Frangos reported that Classified Senate will be meeting next month to close out the academic year. There are still a couple of officer openings for senators, secretary and historian.

ASCSM

No update

5. Leadership Transition

Richard Storti reported that a message went out the previous week announcing that Dr. Manuel Alejandro Pèrez has been identified to serve as CSM's next president and will go for Board for approval at their May meeting. Richard acknowledged the work of the hiring committee as well as the college community in attending the forums and providing feedback. He will serve as President until June 30 and will be available to help during the transition.

The next position to hire is the V.P. of Administrative Services. He thanked Carla and the hiring committee for vetting the candidates and identifying three (3) finalists. Unfortunately, one of the finalists withdrew so two (2) finalists remain. He encouraged all to view the forums and provide feedback, as that is an important component in determining which candidate to hire. President's cabinet will interview the finalists next week, and the permanent V.P. will be announced soon after.

Stephanie Martinez decided to leave the college to pursue another opportunity in southern California. The interim College Business Office position has been posted, finalists identified and interviews will happen at the end of this week. Richard hopes to have a recommendation to the Board for their May meeting. The pool of candidates was strong, and Richard is optimistic about bringing someone good to serve in an interim capacity. If folks need something from the CBO in the interim, please contact Richard.

6. Facilities Update

Richard reported that the District had a kickoff meeting with the architect for the building 30 (Team House) project. The challenge is that there is limited budget but a lot of renovation work that needs to be done.

A safety signal has been installed at the crosswalk on the main street leading up the college. Pedestrians can now push a button and light up the signs, adding an additional safety feature.

7. Local GE Revision Update

Jeremy Wallace reported that last fall Title V changes were made to align the GE areas in Title V for local degrees with CalGETC. He highlighted that CSM does not currently have a GE area for Mathematics and Quantitative Reasoning, so that is something that has to be added next fall. Other areas that will be discussed in the fall that are not part of CalGETC or Title V are American History and Institutions, English and Information Competency.

In January, the District Curriculum Committee met to discuss the current areas of Lifelong Learning and Physical Education. The options were to get rid of the requirement, have a graduation requirement or to have an Area 7. After discussion, it was decided that an Area 7 will be added for self-development and kinesiology activity. It will be a 3-unit area with at least one of the units being an activity course. The curriculum committee will be voting on this proposal at their next meeting. If approved, Academic Senate will be voting the following week and the decision will go back to the District Curriculum Committee on May 20. The Curriculum Committee will be looking at updating the requirement of placing a course in Area 7 with a broader focus on self-development and lifelong learning. It is the goal to have Area 7 wrapped up and approved by the end of the spring semester.

Beginning in August and November, a math area needs to be created for our local GE and discussion around competencies (math and English) American History and Institutions needs to occur.

Chris Walker clarified that the math requirement is currently embedded in the Critical Thinking area, but now will be discussed as being its own separate area. Critical Thinking includes options in math, English and philosophy.

There will be two (2) GE pathways. CalGETC will automatically be applied for students receiving and associate degree for transfer. Students will have the option of using CalGETC for local degrees. Students will also be automatically placed into ADTs starting fall 2024, therefore, on the CalGETC pattern.

8. IEPI Update

Carla reviewed that CSM was chosen for a \$200,000 grant to do professional development on campus that is targeted mainly for classified professionals and

administrators. However, there is also space for faculty to be included. The IEPI has visited CSM a couple of times to listen to groups including Management Council, Cabinet, Associated Students, faculty, and Classified Senate. The IEPI delegation brought back a summary of what they heard and some suggestions for things that other colleges are doing, their Menu of Options. The Menu contained approximately 50 different things that folks around the state are doing that CSM could consider. Currently, they campus is reviewing those options and developing a plan. There are still opportunities to get involved in developing a proposal, so anyone that is interested in joining the process should contact Andrea Vizenor or Carla. There is also consideration about adding in PD for students.

The IEPI team will conduct another site visit in the fall or spring. The goal is to come up with a plan this year and work to implement it next year, and that the site visit will happen during implementation.

9. AB 1705 Implementation Update

Chris Walker reviewed that with AB 705 removed all placement test tools for math, English and ESL, although ESL placement tools have not been removed altogether. ESL has been given an indefinite reprieve for now and will be addressed at a later date. All pre-transfer math and English classes were removed and added corequisite courses to math. English was already doing this when AB 705 took effect. Corequisite classes help students remediate skills that they haven't mastered yet.

AB 1705 expanded AB 705 to higher transfer level math placement. For STEM majors, the college must justify requiring non-degree prerequisites like Precalculus for Calculus. Early spring semester, the campus got the final report from the state. The report stated that the Precalculus course at almost all colleges across the state, did not meet the statistical levels of effectiveness in terms of getting students through their Calculus courses into their STEM degrees.

Options for complying with AB 1705 are to either add a corequisite for STEM Calculus I, or create a new version of Precalculus and track success over two (2) years, spanning from fall 2025-spring 2027.

David Lau added that AB 1705 is a funded mandate whereas AB 705 was not a funded mandate. He reported that ESL does have a guided self-placement process through a questionnaire.

Chris reported that the CSM math department has been partnering with our sister colleges so that responses to AB 1705 are consistent across the district. Some of the funding from AB 1705 has been used for the REAL program and the new Summer Math

Jumpstart. Steps have been taken to add a corequisite class to MATH 251, which will be part of the fall 2024 schedule at all three colleges. The department will also work to redesign the precalculus pathway for STEM majors to start fall 2025. Internal professional development is planned for math faculty across the district.

David reviewed the next steps for English is to work on curriculum development, evaluate ENGL 100 and 105 to see the outcomes and think about the distinction between the two courses, bringing scholar/presenters to campus, adopt an academic year program of ongoing trainings and retreats, and continue to evaluate contract grading, reading pedagogy as well as exploring the effects of AI pedagogy in English. The English staff will also attend conferences and do a lot of internal professional development.

10. Program Review

Natalie Alizaga reported that as of around 12:00 noon, there were 83 submissions of program reviews that were read and feedback provided. Because there were approximately 83 program review to read, this means that there might not have been some program reviews that were not read given that every group member was supposed to read every program review assigned to their group. However, it would be good to have at least one person from each group provide feedback for every review assigned to the group.

Natalie added that the submission process will likely be staggered in the future, so approximately a third of the program reviews will be submitted at a time. Perhaps using IPC meeting time to read program reviews could be considered. Revisions to the rubric can also be made in order to improve the reviewing process.

PRIE is working with Student Services to create a different program review form, or a couple of different forms, that will include areas specific to student services, learning communities, etc. At the very least, there will be different forms for Instruction and Student Services.

Todd commented that more support needs to be given to faculty and SLOs. After reading a few program reviews, he is not certain that faculty has a clear grasp of SLOs and how to assess them regularly. Todd will be discussing the assessment cycle with Academic Senate.

It is the goal for all to complete the Great Read by next Wednesday (5/8) so that results can be reported to IPC at the May 15 meeting.

11. Agenda Items for May 15 Meeting

No agenda items for IPC's May 15 meeting were brought forth.

12. Adjourn

Carla adjourned the meeting at 2:31 pm and thanked all for attending and participating.

2023 – 2024 IPC Schedule	
September 6, 2023	February 7, 2024
September 27, 2023	March 6, 2024
October 18, 2023	April 3, 2024
November 8, 2023	May 1, 2024
December 6, 2023	May 15, 2024