

Institutional Planning Committee
August 24, 2011
L-151
2:30pm- 4:30pm

In attendance: Jason Cherry, Nadia Fonny, Judy Myers, Despina Prapavessi, Emily Stone
Note-taker: Ted Wieden

Item #	Topic / Activity	Notes
1	Minutes Approval from August 17, 2011	Motion: Approved. Motion by Cherry, seconded by Wieden. All approved.
2	Update on recommendation to College Council regarding separating Accreditation Steering Committee from IPC	
3	Follow-up on the proposal to work with Student Equity Committee on the development of the Student Equity Plan	Prapavessi handed out a draft of the plan for IPC to work with SEC on a Student Equity Plan. Prapavessi and Stone will meet with SEC on Friday if IPC concurs. General agreement on the concept. Need to clearly state that IPC will not be writing the plan. IPC may need to provide support on the front end to ensure that SEC receives the support it needs to be successful. Myers recommends some changes to the draft document. She will send her recommendations to co-chairs. General comments and recommends on minor language changes to the draft. Myers to send changes 08/24/11. Members to respond by noon on 08/25/11. Stone will take it to SEC on 08/26/11.
4	Review of IEC and IPC Charge	1) Overlap between data driven decisions and planning 2) Second bullet can go away 3) Third bullet, IEC was to write surveys for to assess evaluation of integrated planning and effectiveness of the resource allocation process. Resource allocation could be both increase and decrease. Tie to program review cycle. 'Coordinate college-wide evaluation...' means that IPC doesn't do the work, rather it coordinates the work. Perhaps coordinating effectiveness in a broader sense. IPC

		<p>already doesn't have time to look at the bigger picture. Adding more responsibility would make it even more difficult. Important tasks that need to be done. Prapavessi: Coordinating college wide evaluation and make recommendations for improvement for the integrated planning process and the resource allocation process. Discussion about whether this includes all of the charges/functions of IEC. Cherry – take a broader view of effectiveness. Don't have time to address all the minutes. Young agrees. Develop a common rubric and guideline for the tasks. Myers says that is what she did last spring. Asks for professional support to develop a rubric and guidelines that can be used. Recommend to College Council that self reporting by the other committees to CC serve to provide the detailed reports. Regular broad reviews come through the regular reporting to the ACCJC. Add 'effectiveness' to bullet 2 of IPC with a nod to make sure that we also reviewing resource allocation. Myers proposes a separate bullet. Young ok. Put in our charge, 'make planning mean something'. Young and Cherry to synthesize charge and function for both IPC and IEC for next Wednesday's meeting. Stone and Prapavessi to give an update to CC on Monday, 8/29/11 with an eye to providing a clear charge and function and membership on 9/12/11.</p>
5	Discussion of Workforce Development Plan	
6	Adjourn	

Next Meeting:

**Aug. 31st
2:30-4:30
L-151**

Upcoming Meeting Dates 2011
September 7 (IPC)
September 21(ASC)
October 5 (IPC)
October 19 (ASC)
November 2 (IPC)
November 16 (ASC)
November 30 (IPC)
December 7 (ASC)