## **Glendale Community College Institutional Planning Coordination Committee**

January 23, 2012 12:15 pm **AD 121 Agenda** 

#### Call to Order

### **Announcements**

## **Approval of Minutes**

1. January 9, 2012 IPCC Minutes

#### **Old Business**

- Follow-Up Report Due March 15, 2012 (for Board of Trustees' second 2. reading)
- 3. Administrative Regulation 3250, Institutional Planning
- 4. **Review of IPCC Mission Statement**
- 5. Procedure for Urgent Resource Requests Outside of Regular Timeline

#### **New Business**

6. Planning Booklet/Mini-Handbook

#### Other

## **Adjournment**

#### **IPCC Mission Statement**

The Institutional Planning Coordination Committee

- 1. Organizes the college planning process
  - Identifies existing plans
  - Develops an organizational chart for plans
  - c) Establishes timelines for when plans are due
- Assesses the effectiveness of the planning process 2.
  - a) Develops a template with criteria for acceptable plansb) Encourages the self evaluation of plans
- Makes recommendations for sustained continuous quality improvement
- Develops strategies to promote campus buy-in for an integrated planning process
  - Updates the college Planning Handbook annually
- 5. Identifies trends and common needs in plans that reveal institutional needs

#### Committee Blue List Information:

# Institutional Planning Coordination Time and Location: Second and Fourth Mondays, 12:15 – 1:30 pm, AD 121

Senate: Mike Scott, Senate President

Guild: Isabelle Saber, Guild President

Joint Faculty [2]: Margaret Mansour, Garfield faculty member

Trudi Abram (to 2013-2014)

Other Faculty: Alice Mecom, SLO Coordinator Seats related to title (VACANT), Planning Coordinator

Monette Tiernan, Program Review Coordinator

(VACANT), Accreditation Coordinator

Sarah McLemore, Curriculum & Instruction Co-Chair

CSEA [2]: Saodat Aziskhanova, CSEA President

Hoover Zariani (to 2011-2012)

Administration [8]: Ron Nakasone, Executive Vice President, Administrative Services

Rick Perez, Vice President, Student Services Mary Mirch, Vice President, Instructional Services Donna Voogt, Administrative Dean, Human Resources

Alfred Ramirez, (Acting) Administrative Dean, Continuing and Community Education

Edward Karpp, Dean, Research, Planning, and Grants (chair)

Deborah Kinley, Interim Associate Dean, Continuing and Community Education

Wayne Keller, Associate Vice President, Information Technology

Manager/Confidential: Jill Lewis, Program Review Manager

ASGCC: Hasmik Simidyan

Regina Kim Nathan Neven

Resource: Non-voting

Recording Sect: Jill Lewis, Program Review Manager