



INSTITUTIONAL PLANNING AND EFFECTIVENESS COMMITTEE MINUTES

Date: February 13, 2020 | 2:30 PM | Room 1687

LPC Mission Statement

Las Positas College is an inclusive learning-centered institution providing educational opportunities and support for completion of students' transfer, degree, basic skills, career-technical, and retraining goals.

LPC Planning Priorities

- ❖ Implement the integration of all ACCJC standards throughout campus structure and processes.
- ❖ Establish a knowledge base and an appreciation for equity; create a sense of urgency about moving toward equity; institutionalize equity in decision-making, assessment, and accountability; and build capacity to resolve inequities.
- ❖ Increase student success and completion through change in college practices and processes: coordinating needed academic support, removing barriers, and supporting focused professional development across the campus.

Committee Name

Faculty

Karin Spirn, A&H - **Present**
 Jason Craighead, BHAWK
 Jin Tsubota, SLPC – **Present**
 Ruchira Majumdar, STEM - **Present**
 Angella VenJohn, Student Services - **Present**

Classified Professionals

David Rodriguez - **Present**
 Frances DeNisco - **Present**
 Heidi Ulrech - **Present**

Students

Vacant
 Vacant

Administrators

Rajinder Samra, Director of Research, Planning & Institutional Effectiveness (Chair) - **Present**
 William Garcia, V.P. of Student Services - **Present**
 Kristina Whalen, V.P. of Academic Services - **Present**
 Vacant, V.P. of Administrative Services

Meeting Minutes

1. Call to Order

Rajinder Samra called the meeting to order at 2:33 PM. Quorum was met at 2:51 PM.

2. Review and Approval of Agenda

W.Garcia/A.VenJohn - Unanimous

3. Review and Approval of Minutes

11.14.19 and 12.12.19 minutes – F.DeNisco/W.Garcia : Unanimous

One correction – on name: Ruchira Majumdar

4. Discuss Key College Processes to Address this Semester: Accreditation:

- K.Spirn will no longer be able to support the project for administrator turn over due to a lack of time available to dedicate to this project.

- Accreditation steering comm. will meet third week of February, and one thing R.Samra wants to make a point of is that the visiting accreditation team will be asking the college about the planning and budget process. *1. Was it evaluated? 2. What was the result of the evaluation? 3. Did you make improvements where it was needed?*

- Today the group will be going over the strategies to discuss and review the process. In preparation for the accreditation visit, Mr. Samra wants everyone to refer back to the Program Review Process, College Planning Process, Resource Allocation, and Budget Development.

- K. Whalen updates the group regarding accreditation. She mentions the Institutional Self-Evaluation Report will be ready by July 2021, which means all evidence should be linked to documents online.

- R. Samra asks for volunteers for program review process. This person will need to list things that need to take place or have taken place. There are previous surveys that can be repurposed, but they need to go out fairly soon. Mr. Samra clarifies that one survey will be complete in the spring, and two others in the fall to be incorporated in the Institutional Self-Evaluation Report. Program Review will need to be complete in the next year in a half in time for accreditation visit fall 2022.

5. Student-Centered Funding Formula (SCFF) Project Proposals

Timeline: The Student centered funding formula timeline is reviewed internal application deadline at college 02/07, deadline to submit online to submit online SCFF proposal with signatures included is 02/28.

6. Educational Master Plan 2021 - 2026:

- Background: Mr. Samra reviewed the process from past years and the process culminating with a meeting in summer. He mentioned that there was a lot of people there with institutional memory. The feedback was presented and the process to narrow down the four goals that are currently exist in the current Educational Master Plan.
- Update: LPC is reviewing, evaluating, and building on its Educational Master Plan (EMP) this semester. The EMP Taskforce is meeting on a weekly basis this semester. Key elements are being worked on now and honoring our current education master plan. The taskforce includes Dean McElderry, K. Spirin, VP K. Whalen, D. Rodriguez, a student rep is being requested, and R. Samra. The college has consultants that are sharing thoughts and providing additional support but it is a college driven process. There are several programs that will expire within that timeframe - SEA (equity plan) 1-2 years, Vision for Success – 2 years, Facilities Master Plan, Technology Plan. These plans need to be taken into consideration as the new EMP is developed.

There are 4 goals: *Educational Excellence, Community Collaboration, Supportive Organizational Resources, and Organizational Effectiveness*. Mr. Samra handed out an activity to committee members so it can be discussed with the educational taskforce. All comments are confidential. The purpose is for the EMP to advance the College Mission through peer goals and strategies that can unify the college's work. The goal of this meeting is to review, evaluate and build on goals, strategies, and performance indicators of the current EMP through the lens of Guided Pathways Framework.

- Activity: Mr. Samra provided the instructions for the EMP activity and the committee separated into two groups to address the EMP's goal of Educational Excellence and its corresponding strategies.

7. Adjournment: 4:36 PM

Next Regular Meeting:

March 12, 2020 @ 2:30 PM