



Integrated Planning Committee Meeting Minutes

Thursday, November 5, 2020 12:20 pm – 1:30pm, ZOOM <https://cccconfer.zoom.us/j/93963699219?from=msft>

Co-Chairs: Kuni Hay, VP of Instruction and Stacey Shears, VP of Student Services

<p><u>COMMITTEE MEMBERSHIP</u></p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Susan Truong/<u>Gabriel Martinez</u>, Counseling Faculty chair or designee <input checked="" type="checkbox"/> Joshua Boatright, Library Rep <input checked="" type="checkbox"/> Gail Pendleton, Enrollment Services/Coordinator <input type="checkbox"/> Ramona Butler, EOPS/CARE/Coordinator <input checked="" type="checkbox"/> Brenda Johnson, Dean Student Support Services/Special Programs Rep <input checked="" type="checkbox"/> Martin De Mucha Flores, Associate Dean/Learning Community Designee <input type="checkbox"/> Susan Khan, Professional Development Chair <input type="checkbox"/> Jennie Braman, Teaching and Learning Center/Coordinator or designee <input type="checkbox"/> Dr. Elissa Jaw, DSP& S Coordinator/Counselor <input type="checkbox"/> Liam Zhu, Associated Students President or designee <input checked="" type="checkbox"/> <u>Tim Rose</u>/Mary Clarke-Miller, Department Chair or designee <input type="checkbox"/> John Saenz, LRC/Coordinator <input type="checkbox"/> Linda McAllister/Melina Bersamin, Guided Pathway Leads <input checked="" type="checkbox"/> Andrea Williams, Transfer & Career Info. Center/Coordinator <input checked="" type="checkbox"/> Joseph Bielanski, Curriculum Committee Designee/Articulation Officer 	<ul style="list-style-type: none"> <input type="checkbox"/> Ari Krupnick, Curriculum Committee <input checked="" type="checkbox"/> Pieter de Haan, Assessment Committee <input checked="" type="checkbox"/> Felicia Bridges, Classified Senate President/Representative <input checked="" type="checkbox"/> Jasmine Martinez, Classified Senate Representative <input checked="" type="checkbox"/> Matthew Freeman, Academic Senate President or designee <input checked="" type="checkbox"/> Kuni Hay, Vice President of Instruction <input checked="" type="checkbox"/> Stacey Shears, Vice President of Student Services <input checked="" type="checkbox"/> Lisa Cook, Dean of Instruction <input checked="" type="checkbox"/> Joya Chavarin, Dean of Instruction <input type="checkbox"/> John Nguyen, Director of Campus Life/Student Activities <input checked="" type="checkbox"/> Shirley Slaughter, Finance Rep./IPAR Committee Co-Chair <p>Ex-officio: <input checked="" type="checkbox"/> Phoumy Sayavong, Researcher</p> <p>Guests: <input checked="" type="checkbox"/> Angelica Garcia/BCC President <input checked="" type="checkbox"/> Sam Gillette, IPAR Co-Chair</p> <p>Minute takers: <input checked="" type="checkbox"/> <u>Jasmine Martinez</u> <input checked="" type="checkbox"/> <u>Domonique Prince</u></p> <p>✓ = Present ___ = underlined name of member present when there a dual rep's</p>
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Agenda Item	Description	Follow-up Action	Decisions (Shared Agreement/Resolved or Unresolved?)
I. Preview Agenda & Meeting Minutes	Review today's agenda & meeting minutes from 10-8-2020 <u>Agenda</u> -Matt motioned to approve the agenda with 1 correction (*IPAR: remove description), Pieter seconded. <u>Minutes</u> -Brenda motioned to approve the minutes, Joya seconded. 12 Yes, 1 Abstention.	Agenda *correction	Agenda & Minutes Approved
II. APU Validation (Discussion and Tool)	Reviewed APU timeline and 2020-21 validation document Phoumy shared the recommended version. From Nov. 9-16 th , Pieter and Nancy will help with getting the Curricunet data and who has entered it into Curricunet. Recommended that they start the validation process on November 10 th so Pieter will have time to review.	Need data entered in Curricunet by 11/16	

	<p>Change the APU Language to explicitly state that any program or department requesting resources must have their validation forms complete to qualify.</p> <p>Removed the following signatures in Part. II Signature area; Curriculum & assessment specialist, Dept. Chairs and VP's.</p> <p>Shirley Slaughter (Co-Chair of IPAR Committee) brought up a concern about how they will receive the recommendations from IPC to IPAR and how to base/score them. Since we are still in the validation process, therefore, a meeting will be set-up with Kuni and Sam to talk this through more. IPC will validate all the APU's that come through, so IPAR will know which APU's will have done their justifications or not and assessments.</p>		
<p>III. ISER and Special Report Update</p>	<p>BCC ISER update and timeline of execution.</p> <p>The Special report has been completed; the report went through consultation and the government processes. The final report was submitted to the commission last Friday Oct. 30th. President Angelica Garcia gave her greatest appreciation to the team and John & Stacey for resolving a data evidence link issue in the document.</p> <p>There will not be a board approval and review process at the November 10th meeting. The interim Chancellor and the Board of Trustees would like to see a 100% completed ISER document from each college. The ISER core team will complete this by November 18, 2020; with final updates by November 27, 2020 to ensure that all the content is done, and editing/linking has been completed by then so President Garcia can have it by the November 29, 2020.</p>	<p>ISER to be completed by 11/27/2020 & to President on 11/29/2020</p>	
<p>IV. IPAR Update</p>	<p>Reviewed 20-21 APU & Resource Allocation Timeline and inception of IPAR in the process, IPC role for validation.</p> <p>IPAR Committee had their first meeting on October 19, 2020. The committee discussed the charge of the committee, the 4 cycles of the Integrated Planning Process, role in APU resource requests, reviewed the APU & Resource Allocation Timeline, rubric for resource allocation and the TEAM site for the IPAR Committee files.</p> <p>For the upcoming meeting they will work on developing a rubric for the APU resource allocation. They will also work on what tools are needed to meet their goals and what they do with validated APU's. Stacey and Kuni will meet with the Co-Chairs to further discuss the process.</p>	<p>Need follow-up Meeting with Co-Chairs, Kuni & Stacey</p>	

<p>V. ILO Revision Recommendation</p>	<p>ILO revision recommendation</p> <p>How can you assess Institutional learning outcomes, skills and teamwork?</p> <p>Changes were made to remove the “Self-Awareness & Interpersonal Skills/Teamwork” section; see the 2 bullet points below. Those bullet points can now be found in the other the areas such as “Global Awareness and Valuing Diversity” and also in “Ethics and Personal Responsibility”</p> <p><u>Self-Awareness</u> <i>Students demonstrate self-awareness and interpersonal skills when they;</i></p> <ul style="list-style-type: none"> • <i>analyze their own actions and the perspective of others persons; and</i> • <i>work effectively with others in groups.</i> <p>The Assessment committee approved the above changes/recommendations to the ILO.</p> <p>IPC Committee motioned to endorse this change by Martin and seconded by Matt, with 14 yes & 1 Abstention. Pieter will bring this to the next Roundtable.</p>		<p>IPC Committee endorse changes</p>
<p>VI. Announcements/ Other</p>	<p>Announcements and updates from all constituencies</p> <p>Phoumy will send out the list of the APU’s that will need to be assigned at our next meeting.</p>	<p>List of APU’s to be sent out</p>	
<p>VII. Next Meeting</p>	<p>Thursday, November 12, 2020</p>		
<p>Adjournment</p>	<p>1:33pm</p>		

Minutes taken by Domonique Prince/Jasmine Martinez, Assistant’s to the VPOI/VPSS