



Integrated Planning Committee Meeting Minutes

Thursday, November 12, 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/Gabriel Martinez, Counseling Faculty chair or designee <input checked="" type="checkbox"/> Joshua Boatright, Library Rep <input 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 checked="" 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"/> Tim Rose/Mary Clarke-Miller, Department Chair or designee <input checked="" type="checkbox"/> John Saenz, LRC/Coordinator <input checked="" type="checkbox"/> Andrea Williams, Transfer & Career Info. Center/Coordinator <input checked="" type="checkbox"/> Joseph Bielanski, Curriculum Committee Designee/Articulation Officer <input checked="" type="checkbox"/> Ari Krupnick, Curriculum Committee 	<ul style="list-style-type: none"> <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 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 <p>Ex-officio: <input checked="" type="checkbox"/> Phoumy Sayavong, Researcher</p> <p>Guests: <input checked="" type="checkbox"/> Angelica Garcia/College President <input checked="" type="checkbox"/> Jenny Yap</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	Reviewed today's agenda [name] motioned to approve the agenda, [name] seconded. 16 yes, no abstentions. Only change in sequence of sghenda by moving up agenda item V. Institutional Planning to III agenda item, due to presenter availability.	none	Agenda Approved
II. Preview Meeting Minutes 11-5-2020	Meeting minutes from 11-5-2020 not ready; will address at next meeting on 12/10/2020.	Minutes to be approved at next meeting	

<p>III. Validation Assignments (Kuni & Phoumy)</p>	<p>Validation Assignments and APU Confirmations (including assessment submissions)</p> <p>Pulled up the validation form; it was agreed upon on last meeting in regards to validators.</p> <p>50 programs</p> <p>LTI's we do we capture these that are being used in Canvas? Has this been discussed? In terms of the APU, were these added in (Labster)? Per Pieter, it has not been added. Is this a department or campus function? Per Kuni it is captured in the ??? recording..... VC Brown did not clarify or had the convo yet re this. If it's needed to put in your APU. Maybe we can take this to the Technology committee to discuss, need to clarify how best to clarify this responsibility, put in resource request if your class needs this. Strong workforce funds need to be spent by December, so maybe we can look there to cover this expense. This is something that should go to the IPAR Committee to address.</p> <p>Later today the assignments will be emailed out for the APU validations.</p>		
<p>IV. IPAR Update (Stacey)</p>	<p>IPAR Update</p> <p>Met on Monday, look at rubric, look at possible models that IPC used last year and Lany's budget committee. We decided to add 3 additional IPAR , Mtgs so we can do our work in time for the December refer to recording for dates.....</p>		
<p>V. Institutional Planning (Kuni & Angelica)</p>	<p>Institutional Planning</p> <p>Refer to recording.....</p> <p>Matt's input</p> <p>Placing their master planning that the district is looking to do. Designing our structure ins cylo, in partnership. College level reflects</p> <p>Room for growth or experience from a difference institution or own developing about institutional planning, great to have a discussion here.</p> <p>Would like to set up a planning calendar.</p> <p>JB suggest that we start with the strategic plan and setting goals and objectives and pacing those out, then we can then begin to link</p>		

	<p>master plan and enrollment plan to address our strategic goals at the college. In th past we wuld set objecttieve and gosla fo rthie year based on the other plaing doucments, and how to achive them and measure them, di diwe achive them and why didn't we?</p> <p>Brenda: Last time it dragged on and on, Krista Johns was Interim President and she just finished it for us, wasn't the bets way but it was completed and done after the strategic plan as well.</p> <p>Setting a timeline for this</p> <p>Matt: The BCC Ed Master 2016-2021, the strategic plan exists within the master plan, not the other way around. Refer to recording..... Ed master before strategic plan, can we Strategic Plan is more specific in regards to targeting.</p> <p>From the 2018-2020 Strategic Plan: (Per Matt Freeman) We will strive to achieve equity and eliminate the education gap by developing a two-year strategic plan with measurable indicators that are aligned to the EMP's five goals:</p> <p>Is the table of contents in our EMT a template in which all master plan s have to use with specific things included; we have 7 specifics areas and then am 8th if you include resource materials ?</p> <p>The Integrated Enrollment Management Plan 2018-2021 is due for an update.</p> <p>Leadership council can further discuss this and come up with a recommendation</p> <p>Links: Last Strategic plan https://www.berkeleycitycollege.edu/wp/files/2019/02/BCC_2018-20_Strategic-Planning-Goals-w-Activities-and-Metrics-v5c-FINAL.pdf</p> <p>Educational Master Plan 2016 https://www.berkeleycitycollege.edu/wp/prm/files/2014/05/BCC-EMP-2016-final6.21.2016.pdf</p>		
<p>VI. ISER Update (Kuni & Charlotte)</p>	<p>ISER Update Almost done with this. Goal is to be done by the 18th of November, after 18th 2 of our consulting colleagues will go into the formatting and</p>		

	total a swipe of the report an all links are working. 24 th Chancellor would like to see 100% done, and uploading on the 25 th of Nov. We may be reaching out to you for evidence.		
VII. OER Program/Mini-Grant (Jenny & Heather)	<p>Mini-Grant for the OER Program (Open Education Resources-free and licensed) Free Materials and openly accessible for students and can change things around since there's a license</p> <p>Heather & Jenny been working on OER initiative for past 4 years. Applying for grant monies in various places, has pot now that need to spend. Mini grants for faculty.</p> <p>AB798 Increase faculty awareness of OER and professional development opp's for faculty as well.</p> <p>Survey done 2013, textbooks materials were more of stressor for student than housing and food. High textbook cost. State mandated that it states it's cost free. Its updated every semester.</p> <p>Link to power point presentation https://berkeleycitycollege.libguides.com/OER4BCC/minigrant</p>		
VIII. Announcements/ Other	Announcements and updates from constituencies:		
IX. Next Meeting	Thursday, December 10, 2020		
Adjournment	1:43pm		

Minutes taken by Jasmine Martinez, Assistant to the VPSS

Minutes to be approved at the 12-10-2020 IPC Meeting


Zoom Meeting [You are viewing Jenny Yap (she/her) screen] View Options

Jasmine Marti... Stacey Shears (sh... Jenny Yap (she/her) Susan Truong

Recording grants | ddocs.google.com/presentation/d/1J4_Ba3NoPak9PqGZFPqyEtcqauoZO4Xk-ktJHCswPM/edi... | 01:35:46

AB 798 Textbook Affordability grant goals:

- increase adoption of OER on CCC campuses
- save students \$ on textbooks
- increase faculty awareness of OER



Unmute Start Video Security Participants Polls Chat Share Screen Reactions More End

Participants (13)

Find a participant

- Jasmine Martinez (Host, me)
- Jenny Yap (she/her)
- Stacey Shears (she, her, negra) (Co-host)
- domonique prince
- JB Joseph Bielanski (Guest)
- JB Joshua boatright
- Kuni Hay
- Martin De Mucha Flores (E/Ese)
- MF Matthew Freeman
- Phoumy Sayavong
- Shirley Slaughter
- ST Susan Truong (Guest)
- TR Tim Rose (Guest)

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Invite Mute All

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IX. Next Meeting Adjournment	Thursday, December 10, 2020 1:34pm		

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Zoom Meeting | You are viewing Jenny Yap (she/her) screen | View Options

Jasmine Marti... Stacey Shears (sh... Jenny Yap (she/her) Susan Truong

Recording | OER Mini-Grants - Open Educat... | 01:18:20

docs.google.com/presentation/d/1J4_Ba3NoPak9PqGZFpqyEtcqauoZO4Xk-ktJHqswPM/edi... | ASBCC | Paralta Portal

How is BCC doing so far?

- 37 course sections marked ZTC for the Fall (impacting ~ 1,295 students)
- Faculty in eleven disciplines using OER
- Fall 2018 - Spring 2020, faculty saved students \$390,000 using OER
- many faculty have created their own OER: psychology, political science, anthropology
- librarians are trained to help search for OER
- Senate resolution in support of OER (2015)

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