

Institutional Planning and Effectiveness Committee (IPEC)

College Council Approved May 21, 2020

Charge:

The Institutional Planning and Effectiveness Committee (IPEC) provides institutional-level planning priority recommendations to the College President. In addition, IPEC evaluates key college processes and metrics in order to make recommendations or share information to improve student learning and institutional outcomes.

The responsibilities of IPEC will include, but are not limited to:

1. Creating planning priorities by primarily utilizing the College’s Mission, Vision and Values Statements, Strategic Plans, Program Reviews, SLOs/SAO, institutional research, and accreditation documents. In addition, planning priorities are informed by a variety of sources, including district priorities, and State, Federal, and Accreditation Commission for Community and Junior Colleges (ACCJC) mandates as required;
2. Guiding the institutional and strategic planning efforts by establishing planning priorities;
3. Reviewing institutional responses to State, Federal and accreditation mandates to ensure incorporation into institutional planning;
4. Identifying, reviewing, and revising, as necessary, processes for:
 - a. Integrating the College strategic planning documents, including SLO/SAO and Program Review documents, into planning;
 - b. Integrating and communicating the planning priorities to committees for allocation purposes;
5. Evaluating key college processes and metrics and integrating the findings into the planning process;
6. Providing direction to the Institutional Research Office to generate the data and analysis necessary for the planning efforts needed by the college;
7. Communicating adopted planning priorities and the rationale behind them to the College and College Council;
8. Reviewing, documenting, and reporting on accreditation standards linked to IPEC’s charge;
9. Evaluating IPEC’s charge, tasks and membership on a regular basis.

*ACCJC = Accreditation Commission for Community and Junior Colleges

COMMITTEE: INSTITUTIONAL PLANNING AND EFFECTIVENESS COMMITTEE (IPEC)

<u>Reporting Relationship:</u>	College Council
<u>Chairperson:</u>	Selected by committee vote; can be faculty, classified, or administrator
<u>Voting Member:</u>	Only in the event of a tie
<u>Serves on College Council:</u>	Yes
MEMBERS:	
<u>Voting:</u>	Vice President of Academic Services
	Vice President of Administrative Services
	Vice President of Student Services
	Director of Research, Planning and Institutional Effectiveness
	Faculty Member, A&H *
	Faculty Member, PATH *
	Faculty Member, BSSL *
	Faculty Member, STEM *
	Faculty Member, Student Services

	Classified Professionals (5) (all at-large)
	LPCSG Representative (2)
	*Academic Divisions Faculty – preferably 1 from a CTE Discipline
<u>Non-Voting:</u>	College President
	Chair sits on College Council (can be faculty, classified, or administrator)
	Academic Senate President*
	Chair, Program Review Committee*
	Chair, Student Learning Outcomes Committee*
	Classified Senate President/Co-President*
	Faculty Association (FA) Representative*
	SEIU Representative*
	LPCSG President*
	*Can double as voting Division/Senate representative
<u>Term:</u>	2 years
	This committee's responsibilities are seen to be complex, taking quite some time to learn the inter-relationships and requirements of the many mandates and agencies.
<u>Quorum:</u>	16 Voting Members; Quorum = 9