



INSTITUTIONAL PLANNING AND EFFECTIVENESS COMMITTEE MINUTES

LPC Mission Statement

Las Positas College is an inclusive, learning-centered, equity-focused environment that offers educational opportunities and support for completion of students' transfer, degree, and career-technical goals while promoting lifelong learning.

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.
- ❖ Coordinate resources and provide professional development for effective online instruction and remote delivery of student support services and college processes to advance equitable student outcomes.

Institutional Planning and Effectiveness Committee Quorum 5

Members Present:

Faculty

Meghan Swanson-Garoupa, A&H
Nadiyah Taylor, BSSL
Vacant, PATH
Jill Carbone, STEM

Classified Professionals

David Rodriguez
Frances DeNisco
Heidi Ulrech

Students

Vacant (2)

Administrators

Rajinder Samra, Director of Research, Planning & Institutional Effectiveness (Chair)
Vacant, V.P. of Student Services
Kristina Whalen, V.P. of Academic Services
Anette Raichbart, V.P. of Administrative Services

Members Absent:

Angella VenJohn, Student Service

Present Non-Members:

Olivia Lyles

Thursday, February 11, 2021 | 2:30 PM to 3:30 PM | Zoom Meeting

Meeting Minutes

1. Call to Order

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

2. Review and Approval of Agenda

M. Swanson-Garoupa / 2nd – J. Carbone – Unanimous Approval

Agenda Items

3. Evaluation of College Budget Development Process:

R. Samra begins with a review of the ACCJC accreditation; who is accredited, and how they interpret accreditation. He dives into the examples that were presented during the last meeting and explains that the college can fulfill this standard by looking at it as a funded category.

R. Samra requests feedback on how the college has allocated budget, instead of additional funds for certain planning priorities. The committee reviews the planning priorities and how the items have been funded and the funding sources. The four planning priorities are reviewed and adjustments are made to reflect a broader look at funding.

4. Evaluation of the College Resource Allocation Process:

R. Samra begins by reviewing the overarching planning and budget model. He reviews the description and outcomes and asks the committee how to approach the task of explaining the resource allocation process.

One suggestion from Dr. Foster is to send out a written communication to each of the other committees (RAC) connecting those decision to the planning priorities. The second part of this is the collection of documentation as evidence from RAC, Faculty Prioritization (discipline plans), and Budget, etc.

5. Accreditation Quality Focus Essay Topics:

R. Samra reviews the requirements for the Accreditation Quality Focus Essay that is part of the Institutional Self Evaluation Report (ISER). He goes on to explain that his experience has been that ACCJC is asking colleges to be bold and innovative on addressing long term projects related to increasing student learning and achievement that are meaningful to the college and are scalable. This essay is not used to determine accreditation status, but we are required to give an update during the college mid-term report in 2026 as well as a status update of the initiatives.

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R. Samra explains that K. Whalen and J. Tsubota have been gathering feedback from various committees to develop new initiatives for this essay. VP Whalen explains that she and J. Tsubota have been collecting feedback for the essay to populate an idea sheet. There are several strategies that have broad constituent input, three specifically:

- Tutoring
- Guided Pathways Success Team
- Black Cultural Resource Center.

They are moving away from the last item, as it may be a short-term goal that will be accomplished fairly quickly. J. Tsubota goes over the Tutoring and Guided Pathways Success Team topics, the draft of the improvement plans, and how they link to the Educational Master Plan, and Planning Priorities. The final topic that was initially the Black Resource Center was changed to Professional Development. J. Tsubota is requesting feedback from the IPEC members. F. DeNisco asks a few questions and D. Rodriguez agrees with the topics specifically the professional development and Guided Pathways Success Team. R. Samra suggests the usage of Goal E. Equity and make LPC a destination campus for Black students and using the Black Resource Center physically and virtually. There is discussion how this can also involve other initiatives such as Caring Campus and Facilities. R. Samra informs the committee that ACCJC shares this information with the Federal Government to help them with a recognition process.

6. College Planning Process

- **Dean Program Review Summaries:** R. Samra will connect with the committee via email regarding the Dean Program Review Summaries. He informs the committee that there are 5 Educational Master Plan goals. Equity and Anti-Racism was recently added. N. Taylor wanted to bring attention to the division summaries that will look a bit different. The readers and writers were asked to identify some reoccurring themes that don't require structural changes. The second item is that some division summaries will be updated in the next couple of days. The final items were identified by the readers that will be shared with IPEC.

7. District-Wide Strategic Plan: 2021 to 2026

R. Samra informs the committee that the strategic plan is being reviewed and feedback is being requested. R. Samra wanted to review the implementation portion of the Strategic Plan. He reviews the last portion regarding the recommendation from the Planning and Budget Committee (PBC). R. Samra explains that there are two ways of looking at this recommendation when you look at measure of progress. One is the progress of project and the measure of academic excellence.

8. Review of IPEC's Charge and Membership: Tabled for next meeting

9. Adjournment

Next Meeting: March 11, 2021: 2:30 PM to 4:30 PM