



# INSTITUTIONAL PLANNING AND EFFECTIVENESS COMMITTEE MEETING MINUTES

## 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.

## 17-18 LPC Planning Priorities

- ❖ Establish regular and ongoing processes to implement best practices to meet ACCJC standards.
- ❖ Provide necessary institutional support for curriculum development and maintenance.
- ❖ Develop processes to facilitate ongoing meaningful assessment of SLOs and integrate assessment of SLOs into college processes.
- ❖ Expand tutoring services to meet demand and support student success in Basic Skills, CTE, and Transfer courses.

## Voting Members

### Faculty

Karin Spirn, A&H - **Present**  
Jason Craighead, BHAWK – **Present**  
Ruchira Majumdar, MSEPS - **Present**  
Scott Miner, CTE – **Present**  
Michelle Zapata, Student Services

### Classified Professionals

Frances DeNisco  
David Rodriguez  
Bill Eddy – **Present**  
Heidi Ulrech – **Present**  
1 Vacant

### Students

Jasleen Gill  
1 Vacant

### Administrators

Rajinder Samra, Director of Institutional Research and Planning (Co-Chair) - **Present**  
William Garcia, V.P. Student Services - **Present**  
Roanna Bennie, Interim President  
Diane Brady, V.P. Administrative Services – **Present**  
Don Miller, Interim V.P. of Academic Services

### Other(s) present:

Alisha Perdue, SAA President's Office (Minutes)  
Howard Blumenfeld

Thursday, December 14, 2017 | 2:30 pm to 3:30 p.m. | Room 1687

## Meeting Minutes

- Call to Order**  
Rajinder Samra opened the meeting at 2:30 p.m.
- Review and Approval of Agenda**  
The agenda was approved as presented. Miner/Garcia.
- Review and Approval of Minutes**  
The 9/14/17 minutes were approved as presented. Garcia/Ulrech. Majumdar abstained. The 11/9/17 minutes were approved as presented. Garcia/Ulrech. Majumdar abstained.
- Discussion of Planned 2017-18 Activities for College Planning Priorities. Professional Development Planning Priority**  
It was discussed how we arrive at development planning priorities and college planning priorities. A 2017-18 stakeholder actionable initiative form was shown. Ms. Brady provided a planning priority report detailing solutions, steps and activities, stakeholders, and if the steps and solutions have been completed. It was discussed that the terms chair and coordinator need to be defined, as they're being used interchangeably. A brief discussion about each solution, step and activity was had. Mr. Blumenfeld said he is trying to find other funding sources, as he feels he could give more money back to each person. \$500 is the maximum.
- Evaluation of Institution-Set Standards and Other Outcomes**  
Review of PPT shown at last meeting. Motion to remove Fall to Fall retention rates of all students. Ulrech/Spirn. Motion approved. Fall to Fall retention rates of new, first time students by race and ethnicity was discussed in depth. It was discussed if students should be able to opt in or out of being notified that they have a certificate available to them. It was noted that 1/3 of enrolled students are on financial aid.
- Spring 2018 IPEC Meetings. Possibility of moving the April 12, 2018 meeting**  
Agreed to do a doodle poll for a new date.
- Good of the order**  
The academic dean's division summaries will not be done on time. They will be finished by first day of next semester and will use the first week of the semester to provide feedback. More discussion will be had next semester.
- Adjournment – 3:33 p.m.**

**Next Meeting: Thursday, February 8, 2018.**