



Draft Institutional Planning and Effectiveness Committee Minutes

October 13, 2022 2:30 p.m. – 4:30 p.m.

Recorder: Angelica Cazarez

LPC Mission Statement	LPC Planning Priorities	
<p>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 life-long learning.</p>	<p>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.</p>	<p>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.</p>
Chair	Faculty	Classified Professionals
<p><input checked="" type="checkbox"/> Rajinder Samra</p>	<p><input checked="" type="checkbox"/> Megan Swanson-Garoupa, A&H <input checked="" type="checkbox"/> Nadiyah Taylor, BSSL <input checked="" type="checkbox"/> Paul Sapsford, PATH <input checked="" type="checkbox"/> Dana Nakase, STEM <input type="checkbox"/> Vacant, Student Services</p>	<p><input checked="" type="checkbox"/> Heidi Ulrech <input checked="" type="checkbox"/> Aubrie Ross</p>
Students (NV)	Administrators	Guests (NV)
<p><input type="checkbox"/> Vacant</p>	<p><input checked="" type="checkbox"/> Dr. Kristina Whalen, VP Academic Services <input checked="" type="checkbox"/> Anette Raichbart, VP Administrative Services <input type="checkbox"/> Dr. Jeanne Wilson, VP Student Services</p>	<p><input type="checkbox"/> Dr. Dyrell Foster, College President <input checked="" type="checkbox"/> David Rodriguez <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p>

Attendance (Quorum = 7)

Agenda Item	Information/Discussion	Action
1.	<p>Welcome / Call to Order <i>For information</i></p> <p>Meeting called to order at 2:31 PM Quorum met</p>	None
2.	<p>Review & Approve Agenda</p> <ul style="list-style-type: none"> ▪ October 13, 2022 <p><i>For action</i></p> <p>M.Sawanson / N.Taylor 2nd</p>	Agenda Approved
3.	<p>Review & Approve Minutes</p> <ul style="list-style-type: none"> ▪ April 14, 2022 ▪ May 12, 2022 <p><i>For action</i></p> <p>M.Swanson / S.Nakase 2nd</p>	Minutes Approved
4.	<p>Review of IPEC Charge and Membership – R. Samra <i>For information</i></p> <p>R. Samra begins by reviewing the IPEC committee charge. The timeline of events as well as some of the core responsibilities for all members. He reviews the integrated planning and budget cycle process, and how the committee uses the vision values, statements, strategic plans, and program reviews to help inform college planning priorities.</p>	None

<p>5.</p>	<p>College Planning Priorities and Strategic Priorities <i>For information</i></p> <p>R. Samra reviews the current College Planning Priorities with the committee. The College now also has College Strategic Priorities that President Foster will present on, on a later date. They include 5 priorities: Increase Enrollment, Continuing to Advance Guided Pathways, Implement the Caring Campus Initiative, Identify and Remove institutional Barriers to Student Success, and Begin Conversations Regarding Institutional Re-alignment.</p>	<p>None</p>
<p>6.</p>	<p>Board Policy 3250 – Institutional Planning <i>For information & Discussion</i></p> <p>R.Samra reviews the board policy (BP) 3250 the sections it covers and purpose and reminds the member a copy has been emailed to them for review. He clarified the difference between board policy and administrative policy. Board policy is a general policy of what needs to be done and administrative policy tells us how to do it.</p> <p>N.Taylor: Commented on the program review section and specific verbiage relating to the words “Comprehensive Program Reviews” as well as the College wide program review summary.</p> <p>Suggestion to change program review first paragraph from “at least every three years” to “regularly.” Suggestion to change “The following plans shall be renewed at least every six years” to “The following plans shall be renewed at least every seven years.” The rational is to align the accreditation cycle and mid-term report. It would also extend the current educational master plan an additional year.</p> <p>H.Ulrech: Suggestion under District Facilities Master Plan paragraph 2 & 3 to try and include technology, because it’s a big component that affect all these sections in the BP.</p> <p>R.Samra will report out the discussion with College Council, VC Rowland and Chabot College.</p>	<p>R.Samra - Report out findings /discussion to constituents</p>
<p>7.</p>	<p>Status of Institutional – Set Standards and Stretch Goals <i>For information</i></p> <p>R.Samra: begins with defining Institutional-Set Standards and Stretch Goals. He explains that stretch goals vary by metric which are course completion, degree completion, certificate completion, and transfer to CSU/UC.</p> <p>R.Samra reviews the institution-set standards and stretch goals for the following four metrics: course completion rates, annual unduplicated number of students awarded a degree, annual number of unduplicated students awarded</p>	<p>R.Samra to share outcome with CTE Committee and elaborate on the data presented (certificate completions)</p>

	<p>a certificate, and annual number of transfers to CSU/UC. It is noted that LPC awarded its highest number of associate degrees in the most recent year. LPC met the institution-set standards for all of the metrics except the annual number of unduplicated students awarded a certificate; LPC will need to address this.</p> <p>A discussion occurs regarding the low number of certificates in 2021-22. K.Whalen explains that the Federal Correctional Institute (FCI) was a cause for the dip in non-credit certificates. R.Samra mentions that there are other certificates that are contributing to the lower numbers. For example, the number of Associate Teacher certificates awarded went from 58 in 2019-20 to 2 in 2021-22. In addition, the number of Fire Academy - Fire Suppression certificates awarded went form 49 in 2019-20 to 6 in 2021-22. R.Samra informs the committee that the college needs to address this issue and K.Whalen requests he bring this information to the CTE committee for review and discussion.</p>	[unduplicated)].
8.	<p>Time to Degree Data and Discussion <i>For information and Discussion</i></p> <p>R. Samra explains the parameters for the data. This sample is for the last six years ending in 2021-22, and he reviewed minimum, median, and maximum number of years for degree completion. There is a discussion with the committee regarding transfer degrees and a perception of them being shorter and faster. D. Rodriguez clarified that AAT and AST program may have a shorter lifespan since they were created after the AA and AS. A student could have started with an AA/AS then completed with an AAT or AST. There will be more of a dig down on data to find age of student particularly at the beginning of their program, and financial aid during FLEX Day for fall.</p>	None
9.	<p>Spring 2022 Education Master Plan Survey Outcomes <i>For information and Discussion</i></p> <p>R. Samra reviews the Educational Master Plan (EMP) Overarching Goals for 2021 – 2026 and the tentative timeline for EMP Implementation and Assessment and the progress that has been made to date. Generally the timeline is current with the exception of a month or so for implementation.</p> <p>R. Samra shares the EMP Survey results. D. Rodriguez elaborated on the high ratings for the survey that included the black student cultural center, guided pathways, tutoring center, support staff for pandemic, learning communities, professional development, flex day activities, and many more. Some suggested activities were connecting through social media, posted events and campus tours, collaboration with community partners, hiring of marketing and media promotions coordinator, Science and Engineering seminar series, connecting with high school assembly time and the Fire Academy collaboration with Livermore.</p>	None

10.	Good of the Order	
11.	Adjournment <i>M.Swanson/NTaylor 2nd</i>	

Meeting adjourned 4:31 p.m.