



## Draft Institutional Planning and Effectiveness Committee Minutes

March 09, 2023 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&amp;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"/> David Rodriguez  <input checked="" type="checkbox"/> Frances DeNisco</p>
Students (NV)	Administrators	Guests (NV)
<p><input type="checkbox"/> Vacant</p>	<p><input checked="" type="checkbox"/> Dr. Dyrell Foster, College President  <input checked="" type="checkbox"/> Anette Raichbart, VP Administrative Services  <input checked="" type="checkbox"/> Dr. Kristina Whalen, VP Academic Services  <input checked="" type="checkbox"/> Dr. Jeanne Wilson, VP Student Services  <input checked="" type="checkbox"/> Chris Crone, DSPS Director</p>	<p><input checked="" type="checkbox"/> W.Kossow  <input checked="" type="checkbox"/> Karin Spirn  <input checked="" type="checkbox"/> Kristy Woods</p>

**Attendance (Quorum = 7)**

Agenda Item	Information/Discussion	Action
1.	<p><b>Welcome / Call to Order</b> <i>For information</i></p> <p>Meeting called to order at 2:31 PM Quorum met</p>	None
2.	<p><b>Review &amp; Approve Agenda</b> <i>For action</i></p> <ul style="list-style-type: none"> <li>▪ March 09, 2023</li> </ul> <p>K.Whalen/ N.Taylor 2<sup>nd</sup></p>	Agenda Approved
3.	<p><b>Review &amp; Approve Minutes</b> <i>For action</i></p> <ul style="list-style-type: none"> <li>▪ December 08, 2023</li> </ul> <p>N.Taylor / M. Swanson 2<sup>nd</sup></p>	Minutes Approved
4.	<p><b>Review of IPEC Charge and Membership – R. Samra</b> <i>For discussion</i></p> <p>R. Samra reviews the current charge for the committee. There is discussion about processes and having a focus on student success teams. K. Woods mentions the support of IEPI and not changing the current guided pathways steering committee charge for another year, but welcomes a collaboration with IPEC. F.DeNisco asks of the Presidents no longer wants recommendations for Priorities. R. Samra clarifies that it is not the case he is brainstorming ideas to condense or focus the priorities/goals.</p> <p>F. DeNisco recommends the committee add the student success team data instead of just all student data. N. Taylor recommends just adding Student Success Team data in number one responsibilities. The committee continues to discuss how the charge and wording.</p> <p>Recommended new wording for responsibility number 1. "Creating planning priorities by primarily utilizing the</p>	APPROVED to Update IPEC charge.

	<p>College’s Mission, Vision and Values Statements, strategic plans, Program Reviews, SLO’s/SAOs, institutional research, <i><b>Student Success Team data</b></i>, and accreditation documents. In addition, planning priorities are informed by a variety of sources, including district priorities, and state, Federal, and ACCJC mandates, as required.”</p> <p>Membership composition is reviewed. R Samra goes over the number of members from each area and requests recommendations.</p> <p>Motion: Change IPEC charge to include student success team data as follows:</p> <p>“Creating planning priorities by primarily utilizing the College’s Mission, Vision and Values Statements, strategic plans, Program Reviews, SLO’s/SAOs, institutional research, <i><b>Student Success Team data</b></i>, and accreditation documents. In addition, planning priorities are informed by a variety of sources, including district priorities, and state, Federal, and ACCJC mandates, as required.”</p> <p>F.DeNisco/M.Swanson 2<sup>nd</sup></p>	
5.	<p><b>Presentation of Status of College Planning Priorities – K.Whalen</b> <i>For information</i></p> <p>K. Whalen begins by reviewing the college planning priority and request that the committee help make updates on things that have already occurred or are occurring during the meeting.</p> <p><i>Increase students success and completion through change in college practices and processes; coordinating needed academic support, removing barriers, and supporting focused professional development across campus.</i></p> <p>In summary of the spreadsheet: Working to institutionalize persistence project in professional development committee w/o losing momentum Creating a list of “Light My Fire” courses. K. Whalen reviews November 22 updates and the March 9<sup>th</sup> updates. She reviews the implementation of Learning-Aligned Employment Program ( LAEP)s in fall 2023, the CA Guided pathways convening, the EB CAN mapping workshop, the summer work on SST/Advise Communication Workflow, the launch of Elluciant Advise, the implementation and launch or My Portal, and a list of courses used to “light the fire” of high school students solidified. The PRT team providing a menu of options (MOO), and the visit of K-12 school districts to the college.</p> <p>Plans to remove barriers include Ad Astra implementation group training, changes President Foster is planning on making that are no cost to the college, Project: AB1705/AB928 Math Success and Student Retention Project, Plans to leverage Equitable Placement Grant program funds to move AB 705/1705.</p>	None

	<p>Plans for Focused professional development across the campus include Flex Day workshops, MEB consulting, president speaker series, and Do the Work 4 part Anti-Racism workshop.</p> <p>R. Samra asks the committee to evaluate whether the planning priority should be graduated. K. Whalen recommends that it be continued and for the committee to reconsider after Elluciant Advise is implemented and in use. N. Taylor agrees.</p>	
6.	<p><b>Division Program Review Mapping Assignment</b> <i>For Review</i></p> <p>R. Samra reviews the mapping exercise and how to complete it. Due March 27, 2023. Results will be reviewed March 30, 2023. R. Samra will be compiling the answers from the committee members to share out.</p>	None
7.	<p><b>Review and Discussion of Staff Experience Survey Results</b> <i>For information and Discussion</i></p> <p>D. Rodriguez begins the presentation on staff experiences survey results fall 2022. 175 responses out of 478 employees, highest representation was for fulltime staff – female.</p> <p>How people feel in the following areas:</p> <p>Welcoming &amp; Belonging: 36% very satisfied – 5% dissatisfied, Most agree with: I feel welcomed at LPC &amp; I have a good relationship with college employees both at 93%. Least agree with People at LPC like the way I am.</p> <p>Valued: Most agree with I feel my contributions are valued by my direct supervisor 86%. Least agree with I achieve a healthy balance between my person life and my professional life at 53%.</p> <p>Respected for Differences: Most agree with Sexual orientation 73%. Least agree with Political Beliefs at 47%. N. Taylor ask if the gender questions may be answered by staff that is not struggling with their gender identity and possibly seeing that data.</p> <p>C.Crone is suggests we look at how a question is being asked when it pertains to disabled students.</p> <p>Respected: Most agree with - I feel respected by classified professionals 89% and least agree with Employee perspectives are considered when making policy 54%. The discussion around the low rating was possibly contributed to things that are negotiated vs. policy (how policy is being interpreted) and committee structure.</p>	None

	<p>Job Satisfaction: Most agree with – Collegiality among staff at 84% and least agree with Departmental support for work life balance 62%</p> <p>Sources of Stress: Most agree with Self-imposed high expectations at 43% Least agree with: Discrimination at 2%.</p> <p>Emotional &amp; Mental Wellness Most agree with Felt overwhelmed by all you had to do 74% Least agree with attempted suicide 1%. C. Crone talks about anxiety and how crippling it can be for people and how can the college help. N. Taylor asks what is next if people feel anxiety and stress. M. Swanson asks if this may be something we can add as a point in the planning priority.</p> <p>Next Steps: Engage Campus community for conversation at Spring Flex Day on March 16, 2023.</p>	
8.	<p><b>Adjournment</b></p> <p><b>Meeting adjourned 4:35 p.m.</b></p>	

**Meeting adjourned 4:35 p.m.**

**Next Meeting March 30, 2023**