UNADOPTED MINUTES

INSTITUTIONAL PLANNING COORDINATION COMMITTEE

MEETING MINUTES
October 10, 2022
Zoom Conference

Present: Edward Karpp (Chair), Ramona Barrio-Sotillo (Administration), Maria Czech (Joint Faculty), Roger Dickes (Senate), Daphne Dionisio (Manager/Confidential), Nairi Ghazarian (ASGCC), Brittany Grice (Resource), Emily Haraldson (Guild), Stacy Jazan (Other Faculty), Calvin Madlock (Admin), Melissa Malandrakis (Resource), Kevin Meza (Resource), Amir Nour (Administration), Alfred Ramirez (Administration), Francien Rohrbacher (Other Faculty), Tobin Sparfeld (Joint Faculty)

Absent: Terry Flexser (CSEA), Elin Gharibian (ASGCC), Krista Raimondo (Resource), Michael Ritterbrown (Administration), Paul Schlossman (Administration), David Yamamoto (Resource), Yvette Ybarra (Other Faculty)

Guest:

Quorum: 12/17

Call to Order: The meeting was called to order by Ed Karpp at approximately 12:15 p.m.

I. Approval of Minutes
   a. The minutes from September 12, 2022 were reviewed.

   - ***It was MSC (Haraldson/Bowerman) that the Minutes from September 12, 2022 be approved without corrections.***

II. Review of Subcommittee Minutes
   a. Strategic Planning – Team A
      i. No Minutes to report.
   b. Program Review
      i. The Unadopted Minutes from September 20, 2022 were reviewed.

      - ***It was MSC (Bowerman/Ramirez) that the Unadopted Minutes from the September 20, 2022 Program Review Meeting be accepted.***

Old Business:

III. Accreditation Work Groups Update and Timeline
   a. ISER is in draft form and at all standing committees except Administrative Affairs (to be sent tomorrow).
   b. College Exec to have first reading at their next meeting.

c. Going to Board next week for first reading.
d. Still working on some standards but most are close to being finalized.
e. Nov 16, 2022: Communications Office makes ISER publication ready.
f. Dec 15, 2022: ISER to go to ACCJC. Publish and share out report with Stakeholders.
g. March 6-17, 2023: Peer Review team requests follow up evidence
h. Sept 25 – 27th, 2023: Focused Site Visit
i. Winter 2024:
    i. Jan 2024: Superintendent/President receives Team Report
    ii. Feb 2024 Action letter of ACCJC conclusion.

IV. Enrollment Update
a. Noncredit enrollment is up at least 6% from the previous year at this point in the semester.
b. Credit enrollment is down about 12.1% at this point in the last semester.

V. Vaccine Mandates Effects on Planning/Survey Results
a. Ed Karpp reviewed survey results on Vaccine Mandates.
b. Decisions have already been made re: Mask Mandates.
c. Vaccine Mandates are being discussed.
d. Student Survey Results (ASGCC)
    i. 1614 students responded.
    ii. 45% taking remote only
    iii. 35% taking both
    iv. 18% online courses only.
    v. Is vaccine requirement impacting decisions: 30% said it was impacting their decision. 2/3 said it was not affecting their decision.
    vi. For those taking online classes only, over half said vaccine mandate was not impacting their decision to take in-person classes.
    vii. Over half the students were positive about online learning.
    viii. More than half the students were positive about vaccine mandates.
e. Employee Survey
    i. 615 respondents
    ii. Should the college continue the mandates
        1. Mask Mandates for employees 40% yes, 60% no.
        2. Mask Mandates for students: 40% yes, 60% no.
        3. Vaccine Mandate for employees: 56.5% yes, 43% no.
        4. Vaccine Mandage for Students 47% yes, 53% no.

New Business:

VI. Budget Update
a. Amir gave an update on the Budget.
    i. Total deficit for 2022-2023 is $922,525
b. District will not meet the 5% minimum Reserve.
    i. Looking into savings in Contract Services reduction.

VII. Planning and Budget Assumptions/Budget Development
a. ACCJC III.D.2

    i. Our mission and goals of the college are the foundation for financial planning and that also financial planning is integrated with institutional planning.

b. How can we further strengthen this so it's not just resource requests that we make individually but so that we have a stronger foundation where we are integrating financial planning with institutional goals?
c. Budget Planning Calendar could perhaps add items so either the Budget Committee or Fiscal Services looks at the annual goals that we've established for the current year and use those as part of the assumptions made for budget planning.

Meeting Adjourned at:1:30 p.m.
Next Meeting: TBD
Minutes Recorded by: G. Lui