



Draft Institutional Planning and Effectiveness Committee Minutes

March 30, 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&H <input 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 type="checkbox"/> David Rodriguez <input checked="" type="checkbox"/> Frances DeNisco <input checked="" type="checkbox"/> Jean O’Neil Opipari</p>
Students (NV)	Administrators	Guests (NV)
<p><input type="checkbox"/> Vacant</p>	<p><input type="checkbox"/> Dr. Dyrell Foster, College President <input type="checkbox"/> Anette Raichbart, VP Administrative Services <input type="checkbox"/> Dr. Kristina Whalen, VP Academic Services <input checked="" type="checkbox"/> Dr. Jeanne Wilson, VP Student Services <input type="checkbox"/> Chris Crone, DSPS Director</p>	<p><input type="checkbox"/> W.Kossow <input type="checkbox"/> Karin Spirn <input type="checkbox"/> Kristy Woods</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 2:35 PM</p> <p>Quorum met</p>	None
2.	<p>Review & Approve Agenda <i>For action</i></p> <ul style="list-style-type: none"> ▪ March 30, 2023 <p>M. Swanson/ F. DeNisco 2nd</p>	Agenda Approved
3.	<p>Review the Results of the Mapping Assignment – R. Samra <i>For review & discussion</i></p> <p>R. Samra shares the Stakeholders/Actionable Initiatives Form and explains that there may be a need to talk to the stakeholders that are not present so they can provide clarity to be able to define the challenge/s as well as provide any solutions/wording for the planning priority. He reiterates that the final recommendation is submitted directly from this committee to the College President.</p> <p>Common themes that stand out from the mapping exercise:</p> <ol style="list-style-type: none"> 1. Professional Development: HyFlex training, technology resources, a need for ongoing professional development, training vs. utilization of tools that include end user training. There was a deeper discussion on training vs. profession development. <p>H. Ulrech commented that the IT team is always available to provide training where it is needed. There is discussion about time and availability on top of doing the regular 8-5. F. DeNisco mentions the need for classified staff to have training is a system to be able to complete their job duties (if there is time or not) vs just needing to enhance their jobs with professional development that sits on top of the regular job functions. One example is Banner 8 and Banner 9 most faculty use Banner 8 because they don't have to toggle between two systems. R. Samra summarizes the discussion pertaining to the definitions of professional development. One</p>	Provide feedback to President Foster with recommendation. Draft one of the stakeholder document written by F. DeNisco, J. O'Neil-Opipari, and R. Samra.

is professional development (skill improvement/enhancement) that is above and beyond your daily work functions and the other is regular on-boarding training to perform your job functions. He also mentions the distinction between technology at the college and technology services at the district level to include end user training on new integrated systems. The current planning priority if reviewed and its noted that professional development is listed (this process provides a more in-depth explanation).

2. Technology – Upgrading, adding, and effectively utilizing technology: R. Samra mentions there are overlapping themes when it comes to technology and training. For example, the overlap in the need for end-user training to transition to new upgraded systems. He reviews some of the programs and open the discussion. F. DeNisco commented on how different programs don't fit in the one size fits all programs. O'Neil-Opipari mentions that sometimes only one person can perform a function and when that person is out then there is a bottleneck there.
3. Staffing - R. Samra reviews the exercise and reflects on the feedback regarding the new hires of staff and faculty and yet it is not enough in leadership areas to run a department. H. Ulrech says post COVID resources are needed online and onsite in all departments, which are still affecting retention and success rates. M. Swanson comments that it's more time that is needed to meet with students online to be accessible, but the success rate does not translate. R. Samra continues
4. Budget – R. Samra reviews the outcomes for budget that include a recurring theme of unstable budgets that are reliant on grants or other inconsistent funding sources. Also another mention of staffing, professional development and the needs that separate divisions. F.DeNisco mentions funding for stationary services such as library. H. Ulrech brings up bond funding and the need for a conversation to happen regarding this special funding that will not always be available to the college. R. Samra asks if the College is doing too much. What services can the college not do anymore? There is a discussion with the committee regarding recruiting and what excess services the college offers, as well as the mental health aspect of it.

J. Wilson comments about the suggestion of having a focus on a set of things each semester or year, instead of a large all-encompassing list of thigs that need to be completed (bite sized portions vs. large portions). If something is proposed she would also suggest that it is someone outside of the college that can provide the services for balance and wellness (staff and faculty). M. Swanson thinks there should be conversations around this as well as continue to be student centered. The discussion ends with a suggestion to submit the method of inquiry to be addressed to the stakeholder's document to the College President. The committee is suggesting Adam Grant to provide the professional development/Consult.

Stakeholder can be VPs or President it is yet to be determined. There will be more discussion regarding

	recommendations for the current planning priorities. Next meeting will be one hour in length.	
4.	Adjournment Meeting adjourned 3:55 p.m. M.Swanson/PSapsfors 2 nd	

Next Meeting March 30, 2023