



## Draft Institutional Planning and Effectiveness Committee Minutes

November 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"/> Karin Spirin, A&amp;H  <input checked="" type="checkbox"/> Nadiyah Taylor, BSSL  <input checked="" type="checkbox"/> Paul Sapsford, PATH  <input checked="" type="checkbox"/> Ann Hight, STEM  <input type="checkbox"/> Vacant, Student Services</p>	<p><input checked="" type="checkbox"/> Heidi Ulrech  <input type="checkbox"/> Aubrie Ross  <input checked="" type="checkbox"/> Jean O'Neil-Opipari</p>
Students (NV)	Administrators	Guests (NV)
<p><input checked="" type="checkbox"/> Omar Au</p>	<p><input type="checkbox"/> Dr. Dyrell Foster, College President  <input type="checkbox"/> Dr. Anette Raichbart, VP Administrative Services  <input checked="" type="checkbox"/> Dr. Nan Ho, VP Academic Services  <input checked="" type="checkbox"/> Dr. Jeanne Wilson, VP Student Services</p>	<p><input checked="" type="checkbox"/> David Rodriguez  <input type="checkbox"/>  <input type="checkbox"/></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 2:35 PM</p> <p>Quorum met</p>	None
2.	<p><b>Review &amp; Approve Agenda</b> <i>For action</i></p> <ul style="list-style-type: none"> <li>▪ November 9, 2023</li> </ul> <p>A.Hight / H. Ulrech 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>▪ October 12, 2023</li> </ul> <p>H. Ulrech / O.Au 2<sup>nd</sup></p>	Minutes Approved
4.	<p><b>Status of and Activities for 2023-24 College Planning Priorities – J. Wilson / N. Ho</b> <i>For information</i></p> <p><b>J. Wilson – Report out on PP:</b> <i>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.</i></p> <ul style="list-style-type: none"> <li>• Progress since last report out (spring 2023), tuition free program began and will continue to the spring as well as the President’s Speakers Series. AAPI grant was awarded, and the learning community planning has begun. The dream center coordinator resigned, but an analysis was done to reevaluate the position. There is only about 50 UnDocually students and with the opening of the Multi-Cultural Community Center the position will be re-written, A2Mend chapter was opened at LPC, highlighting and supporting first gen students to attend and graduate from college. White Alliehsip was renamed from Allies to Accomplices,</li> </ul>	For information

LGBTQ+ presented at flex day, and town meeting. There were various areas such as Art on Campus, that were improved and moved forward since last semester. J. Wilson also gave updates on future plans and changes to the SEA program, and other areas of the College that her team are working on such as the prayer and meditation room for a summer roll out. She also gave an update on the mental health keynote Presidents Speakers Series with Coach Potter. She gave updates on SCFF and ensuring that is looked at with an equity lens, as well as Kennedy Company's evaluation. UMOJA will hire a coordinator summer of 2024. There was a discussion about tutoring and how they are helping students. Dr. Wilson mentions that tutors are going to students via the learning communities when they are in class, as well as at the Black Cultural Resource Center.

**N. Ho – Report out on PP:** *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.*

- Progress since last report out in the Spring 2023. N.Ho mentioned that there would be some overlap with admissions and records. She updated on areas such as enrollment management that included access to onsite courses, and increase hours for counseling in the fall term, as well as counselors open house that was hosted at LPC to assist in the sharing of information and policies from other colleges with colleagues. She updated the committee on the implementation of the interactive campus map, new signage to assist students and visitors with building visibility. The launching of Informed K-12 to assist in expediting approvals and forms for all staff and student worker timesheets as well as fieldtrip forms. The district implemented Elluciant Advise with both colleges to assist with student advisement, and all areas of student services. The College continues to offer SmartShops, and continue to develop apprenticeship programs, which are fairly new to the college. The college continues to create partnerships with school districts for these areas. The President's Scholars program has completed its full year, the college continues to work with the IEPI PRT to develop an institutional action plan to assist the College in implementing a consistent framework in clarification or Roles and responsibilities in success teams. Posted a tri-valley educational collaborative for the next year. Partnered with the Bay Area CASE Collaborative and received a grant to help with this work. H.Ulreich asked about campus outreach events and how the staff is being notified or open houses and large events happening around campus. J. Wilson informs the committee that the webpage has a calendar on the webpage of the college that notes all events happening on campus. This was created for students to be informed of events happening on campus. O.Au asks about the LPC app. N. Ho and J. Wilson clarify that there has been a soft launch with the app. Students can download it and use it but its still being modified before its made public. N. Ho does explain what type of functionality the app has and that is currently in beta mode. N. Ho also gave an update on services available to students and their current usage as well as the confirmation of award for the MESA grant, and new CRM applications being used. N. Ho updated the committee on articulation agreements, course offerings, new MOU's with UC Merced, as

	<p>well as many other services for student and the submission of new and previous grant applications. N.Ho closed her presentation with reviewing LPC departments and services as well as LPC Technology and District ITS updates.</p>	
<p>5.</p>	<p><b>Potential College Planning Priority About Health and Wellness – R. Samra</b>  <i>For information / discussion</i></p> <ul style="list-style-type: none"> <li>R. Samra reviewed previous discussion regarding Health and Wellness Planning Priority. He reviewed the survey results and what they reflected. He also reminded the committee that there is a need to ensure the college will be able to graduate the planning priority. He picked up the discussion where the committee left off and reviewed some of the recommendations and solutions for the planning priority. The committee reviewed the Campus-Wide and wellness Initiatives, Reimagining Community Meetings and Program Coordination, Employee Training and Flexibility for Work-Life Balance, Temporary Assistance and Process Optimization, and Providing Tools for Success and Reducing Stress. Some of the areas that were more deeply discussed are the re-structuring of meetings to prioritize professional development and accomplishment sharing. There were examples shared such as substitute teaching and how some meetings can be made into work sessions etc. The committee reviewed and worked on two drafts for wording of the planning priority: <ol style="list-style-type: none"> <li><i>1. Develop a caring campus committed to inclusivity, recognition of contributions, nurturance of professional development, and the reduction of overwork.</i></li> <li><i>2. Develop a campus culture that supports the mental and physical wellness of employees in order to support students.</i></li> </ol> <p>There was additional discussion regarding the verbiage used and ensuring all the points discussed were reflected on the priorities. During the next meeting the committee will only focus on this agenda item to wordsmith and discuss.</p> <p>There was also a request to add an additional consideration to the list: <i>Provide opportunities for connection and engaging in wellness practices</i> it was added to section four: Providing Tools for Success and Reducing Stress.</p> </li> </ul>	<p><b>R. Samra – email out current drafts to committee.</b></p>
	<p><b>Adjournment</b>  <b>Meeting adjourned 4:34 p.m.</b>  Next Meeting: December 14, 2023</p>	

