Las Positas College
Planning Task Force of the College Council
Recommendations for an Integrated Planning Council (IPC)

Charge and Responsibilities

The Integrated Planning Council (IPC) will provide institutional-level planning priorities to the College President by using the Mission, Vision and Values Statements, Strategic Plans, Program Reviews, SLOs, institutional research, and accreditation documents as its focus. The IPC will be informed by a variety of sources including district priorities, and State, Federal, and ACCJC* mandates, as required.

The responsibilities of the IPC will include, but are not limited to:

1. Guide the institutional and strategic planning efforts, by establishing planning priorities
2. Identify, review and revise, as necessary, processes for:
    a. Integrating the College strategic planning documents, including SLO and Program Review documents, into planning
    b. Integrating and communicating the planning priorities to committees for allocation purposes
    c. Integrating the assessment of institutional effectiveness into planning
3. Provide direction to the Institutional Research office to generate the data and analysis necessary for the planning efforts needed by the college
4. Review institutional responses to State, Federal and accreditation mandates to ensure incorporation into institutional planning
5. Recommend planning priorities to the College President
6. Communicate adopted planning priorities to the College and College Council
7. Evaluate charge, tasks and membership on a regular basis

*ACCJC = Accreditation Commission for Community and Junior Colleges

COMPOSITION

Voting Membership

4 Administrators:

- 1 Vice President, 1 Researcher, 1 Administrator from Administrative Services, 1 Dean

5 Faculty Division Representatives:

- 1 Student Services
- 3 Academic Divisions
- 1 from a CTE Discipline

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4 Classified Senate Representatives – All at-large

2 Student Senate Representatives

15 - Total

Non-Voting Membership

1 College President

2 * Co-Chairs – both sit on College Council, with 1 vote. (Can be faculty, classified or administrator.) [To set up rotating chairs, first year: one person holds 1 year term, one person holds 2 year term.]

1 Academic Senate President – can double as voting Division Representative, in case of lack of participants

1 Classified Senate President/Co-President – can double as voting Classified Senate Representative, in case lack of participants

1 Student Senate President – can double as Student Senate Representative, in case lack of participants

1 Faculty Association (FA) Representative

1 SEIU Representative

8 - Total

Terms

- Terms are for two years. For the first year, for purposes of continuity and learning the processes, terms shall be chosen by lottery, such that one-half of the members serve a two-year term, and the other half serves a three-year term.
- This committee's responsibilities are seen to be complex, taking quite some time to learn the inter-relationships and requirements of the many mandates and agencies.

*Co-Chairs: Due to the complexity and volume of work of this committee, Co-Chairs are seen as necessary. An application to co-chair may be submitted by faculty, classified or administrator during May of the previous academic year, so that reassigned time for faculty may be arranged.