VISION – SRJC aspires to be an inclusive, diverse and sustainable learning community that engages the whole person.

MISSION – SRJC passionately cultivates learning through the creative, intellectual, physical, social, emotional, aesthetic and ethical development of our diverse community.

- We focus on **student learning** by preparing students for transfer; by providing responsive career and technical education; and by improving students’ foundational skills.
- We provide a comprehensive range of **student development** programs and services that support student success and enrich student lives.
- We support the **economic vitality, social equity and environmental stewardship** of our region.
- We promote **personal and professional growth** and cultivate joy at work and in lifelong learning.
- We foster **critical and reflective civic engagement** and thoughtful participation in diverse local and global communities.
- We regularly **assess, self-reflect, adapt, and continuously improve**.

SCJCD Board Policy 1.1 – Vision, Mission Statement, Values (approved October 8, 2013)

1. **APPROVAL OF MINUTES**  From the meeting of November 17, 2014.

2. **INTEGRATED PLANNING**
   Minutes from the following shared governance and planning bodies are attached to each monthly IPC agenda, as available, and questions or comments from IPC members are encouraged:
   - Academic Senate
   - Associated Students Senate
   - Budget Advisory Committee
   - Classified Senate
   - College Council
   - District Facilities Planning Committee
   - Educational Planning and Coordinating Council
   - Integrated Environmental Planning Committee
   - Institutional Technology Group
   - Petaluma Faculty Forum

3. **INSTITUTIONAL PLANS AND PLANNING**
   a. **Strategic Plan Scorecard – Core Indicator Target/Timeline #5 – Efficiency and Productivity, #6 Fiscal Stability/FTES (1:50 – 2:10)**: IPC members will participate in the fourth of five collaborative discussions designed to set institutional targets and timelines to completion for each of the current Core Indicators selected as measures of progress toward achieving SRJC’s eight Strategic Plan Goals. This session will focus on the Completion Rate Core Indicator. The final discussion on December 8 will include, members of the Strategic Planning Task Force that are not currently members of IPC in a full review and dialogue regarding the draft targets and timelines prior to vetting the Scorecard and Core Indicator Targets/Timelines with the college community. Go to the links below to review the data:

   - Efficiency and Productivity: [http://strategic-planning.santarosa.edu/population-participation-rates](http://strategic-planning.santarosa.edu/population-participation-rates)
   - Fiscal Stability (Self-Assessment) - [http://strategic-planning.santarosa.edu/fiscal-stability-basic](http://strategic-planning.santarosa.edu/fiscal-stability-basic)
   - Efficiency and Productivity - [http://strategic-planning.santarosa.edu/efficiency-and-productivity-basic](http://strategic-planning.santarosa.edu/efficiency-and-productivity-basic)

   b. **2014 PRPP Annual Update Message – DRAFT (2:10 – 2:20)**: Council members will review a draft of the PRPP Update message to be sent to dl.staff.all in November from the IPC and BAC co-chairs to wrap-up the 2014 cycle and announce the posting of resource priorities on the SRJC Institutional Planning website.
c. **2015 PRPP Launch Message - DRAFT (2:10 – 2:20):** IPC members will review a draft of the PRPP launch message to be sent to dl.staff.all in early January from the IPC and BAC co-chairs to launch the 2015 cycle of PRPP.

d. **PRPP Coordinating Committee Status Report (2:30 – 2:40):** IPC members of the PRPP Coordinating Committee will report on the progress to date on the preparations for the launch of PRPP in January 2015. This will include a preview of proposed changes to the template and the process for the 2015 cycle, a draft of the updated 2015 Writers Guide, and a short demonstration of the PRPP SharePoint site and template.

e. **College Council Committee System Survey and Review – DRAFT (2:45 – 2:55):** IPC co-chairs, Robin Fautley and Jane Saldaña-Talley, will review a draft of a response from IPC to a survey to be submitted to College Council on December 18 as part of their ongoing review and assessment of the District Committee System.

f. **Accreditation Self Evaluation Update (2:40 – 2:45):** Accreditation Liaison Officer (ALO), Mary Kay Rudolph, will provide an update on progress toward completion of SRJC’s Accreditation Self Evaluation.

**FUTURE 2014/15 MEETING DATES:**
December 8
January 26
February 9 and 23
March 9 and 23
April 13 and 27
May 11

**IPC COMMITTEE FUNCTION** (Revised and Approved – January 27, 2014; College Council Approval February 20, 2014)
The *Institutional Planning Council (IPC)* is the Sonoma County Junior College District (SCJCD) central coordinating body responsible for the integration of planning activities and pursuit of institutional effectiveness. In collaboration with Academic Senate and other shared governance bodies, IPC:

- Initiates and leads the collaborative process of creating, modifying, and reviewing the SCJCD vision, mission, and values, strategic planning process, and establishment of student success and achievement benchmarks
- Annually reviews, affirms, and monitors progress toward achieving the SCJCD Strategic Plan goals and objectives and pursuit of institutional excellence
- Leads a college-wide annual review of institutional and student outcomes data, and prioritization of action goals for the upcoming year
- Oversees the evaluation, continuous quality improvement and outcomes of the Santa Rosa Junior College annual Program and Resource Planning Process (PRPP), to include affirming alignment of the following with the SCJCD vision, mission and Strategic Plan goals and objectives:
  - Budget priorities
  - Staffing priorities
  - Annual component goals
  - Accomplishment of annual component goals.

*Institutional Planning Council*
*November 24, 2014*