



**INSTRUCTION PLANNING COUNCIL
MEETING MINUTES OF**

Friday, May 18, 2012
9:00 am – 11:30 am
Building 6, Room 112

- Members Present:** Jennifer Castello, Jolani Chun May (ASCC), Patty Dilko, Michelle Morton, Jonna Pounds, Carol Rhodes, Rita Sabbadini, Carla Stoner-Brito, Janet Stringer.
- Members Absent:** Alicia Aguirre, Denise Erickson, Linda Hayes, David Johnson, Sarah Perkins, Greg Stoup.
- Guests:** Douglas Hirzel.
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1. Approval of Agenda – Approved

2. Approval of Minutes – 5/4/12 - Approved

3. Business

I. Accreditation

Douglas Hirzel reported that the first draft from the Standard committees was completed. Timeline includes that during the month June, the committee will read the document and by the end of June, it will be disseminated to the original authors. By the Fall semester, discussion will begin regarding the report. The next draft is due November.

Three surveys from each IT bodies: District IT, Cañada IT, and students has been sent out and analysis will be performed. Two survey regarding staffing and planning/assessment will be sent out next week and the results will be shared in the Fall semester. Due end of the semester scheduled, it was suggested that the survey be sent out at the beginning of the Fall semester instead of next week.

Hirzel also reported that the SLO resolutions and inclusion of PLOs in the college catalog passed.

II. VPI transition of IPC needs

It was discussed the areas of discussion for the 2012-2013 academic year should include the Annual Program Plan feedback process and how to streamline for the upcoming year, align the Annual Program Plan with the Educational Master Plan, keeping the IPC meeting schedule to the

1st and 3rd Fridays of each month, complete assessment on GE SLO's by the Fall semester, and college wide discussion on e-portfolio.

4. Adjournment

The meeting adjourned at 10:40 am.