



**INSTRUCTION PLANNING COUNCIL
MEETING MINUTES OF**

Tuesday, October 22, 2013
1:00 pm – 2:00 pm
Building 9, Room 154

Members Present: Alicia Aguirre (Curriculum), Gregory Anderson (VPI), Frank Austin (Classified), Valeria Estrada (Librarian), Patty Hall (Honors), Linda Hayes (Dean), Chialin Hsieh (Dean), David Johnson (Dean), Nicholas Martin (Counseling), Supinda Sirihekaphong (Classified), Anniqua Rana (Basic Skills), Carol Rhodes (SLO), Janet Stringer (Dean), Evelyn Valenzuela (ASCC).

Guest: Kim Lopez, Kay O'Neil, Robin Richards, Joan Rosario Tanaka, four ACCJC reps.

1. Approval of Agenda – Approved as corrected on item a. from portfolio to e-portfolio.

2. Approval of Minutes – October 4, 2013 – 13 members approved, 1 abstain

3. Business

A. e-portfolio

Discussion on the next steps to expand pilot project and implement. Three suggestions:

1. Revise ILO
ASCC need to review the feedback from each participatory group; the main change is for five ILO's instead of four.
2. Revise e-portfolio template
Depends on the finalization of ILO's.
3. Recruit programs to participate
recheck spring 2013 faculty interest. If ideas come to mind, please e-mail them to Carol Rhodes. Another idea is to offer a 1 unit course in LCTR or the orientation in the learning center to add e-portfolio.
workshops for students, faculty training to be done by Jane Rice, DE Coordinator, contact Hyla Lacefield, focus inquiry, training/workshop during flex days.

Anniqua Rana will email Kay O'Neil a draft budget to tie this with workforce development.

B. CCSSE survey results

Dean Hsieh presented results of the 2013 ILO assessment, a student survey performed in spring 2013 semester. There were 387 respondents, 79 students self reported that they have completed 45 units of coursework. Three comparisons were used: students who have completed 45 units or more, compare to the national average for medium size college, student with 45 units or less. Conclusion is that students who have completed 45 units or more doesn't perform better than students who have completed 45 units or less.

Results of this survey serve as benchmark to compare to future results.

4. Adjournment

The meeting adjourned at 1:50 pm.