



**INSTRUCTIONAL PLANNING
COUNCIL**

**MEETING MINUTES OF
November 17, 2023
8:30am-12:30pm, Zoom/3-104**

Members Present: Diana Tedone-Goldstone, Maribel Zarate, Lisa Palmer, Sarah Cortez, Jose Manzo, Kiran Malavade, Ava Johnson, Rebekah Sidman-Taveau, Vijeet Upadhyay, Erik Gaspar, Althea Kippes, Karen Engel

Members Absent: Chialin Hsieh, Paul Roscelli, James Carranza

Guests: Gerardo Pacheco, Anniqa Rana, Allison Hughes, Manuel Perez, Elizabeth Terzakis, Ameer Thompson, Dave Meckler, Ludmila Prisecar, Denise Erickson, Carole Meagher, Ron Andrade, Gampi Shankar, Kristina Brower, Chris Rico, Kat Sullivan-Torrez, Adriana Lugo, Nick Carr, Sarita Santos

1) Adoption and Approval of Agenda

Motion – To adopt and approve agenda: M/S: Rebekah Sidman-Taveau, Lisa Palmer

Discussion – none

Abstentions – none

Approval – approved unanimously

2) November 3, 2023 and November 17, 2023 (current meeting) meeting minutes will be approved upon resuming typical IPC meeting format on 12/1/2023 meeting.

3) IPC Program Reviews (Bylaw 1, 2, 3)

The group completed introductions of committee members and guests. Committee members and guests were split into 6 small groups and 2-3 Program Review submissions were reviewed by each group. Feedback forms found at the bottom of [this page](#) were used to complete each program evaluation. The list of programs up for comprehensive review for Fall 2023 are as follows:

Academic Support and Learning Technologies

1. Learning Center (Ron Andrade)
2. Library (Diana Tedone)

Business, Design, & Workforce

3. Human Services
4. Medical Assisting (Ritu Malhotra)

Humanities & Social Sciences

5. Art & Art History (Denise Erickson)
6. English (Lisa Palmer)
7. English as a Second Language (Alicia Aguirre)
8. Music (David Meckler)
9. Spanish (Monica Malamud)
10. Theatre Arts (Anna Budd)
11. Umoja (Lezlee Ware)

KAD

12. Kinesiology, Athletics & Dance

Science & Technology

13. Radiologic Technology (Rafael Rivera)

Feedback documents for each program were submitted to the committee chair as completed.

4) Important Dates

- Reassigned Time (New, Renewals, & Revisions)
 - **November 17:** Dean/VP review, provide recommendations, sign and submit applications to Office of Instruction
 - **December 1:** IPC will review the applications for Faculty Reassignment, provide feedback, and vote on their recommendation (by position). Reassigned time authors are invited to attend.

5) Adjournment

Motion – To adjourn the meeting: M/S: Lisa Palmer, Sarah Cortez

Discussion – none

Abstentions – none

Approval – approved unanimously

Meeting adjourned at 12:13pm.