



**Instructional Planning Council
February 7, 2025**

9:30am-11:30am

[Zoom link](#) (Meeting ID: 848 0546 6929) or 9-154 (FTLCL)

AGENDA ITEM	PRESENTER	Time (Minutes)	PROCESS
A. Approval of Agenda	Hsieh and Eck	2	Action
B. Approval of Minutes	Hsieh and Eck	2	Action
C. Reassigned Time—ESL Coordinator Position	Eck	5	Action
D. ACCJC Update, Standards 2.1, 2.2, and 2.3 Agenda Item Task: <ol style="list-style-type: none"> 1. Divide into groups 2. Feedback on narrative draft 3. What are we missing? Do we have evidence? Do we have examples? 4. Focus on big picture—we will be refining grammar and tone over the summer. 	Engel and Lacefield	30 (start ≈ 9:40am)	Discussion
E. Institutional Learning Outcome (ILO) Work Group <ol style="list-style-type: none"> 1. Follow-up on November 1, 2024 IPC discussion of ILO assessment. In the meeting, there was discussion about the need to study discrepancies with ACCJC Standards (2.3) and evaluate current ILO assessment methods. 2. Proposed action: recommend the creation of a work group. Proposed membership of the workgroup: at least one member from Curriculum Committee, Academic Senate, Student Services, and VPI will be encouraged. Aim of work group would to review if changes are needed, but not to change the ILOs. 	Eck	5 (start ≈ 10:10am)	Action

F. Strategic Enrollment Management Plan (SEM) Update <ol style="list-style-type: none"> 1. 2.1.2 2. 2.1.4 3. 2.1.6 4. 5.1.2 5. 5.2.3 	James/Karen Chialin Chialin Mayra Ameer	30 total (start ≈ 10:15am) 5 5 5 5 5	Information, Brief Discussion
G. Feedback on Instructional Program Review Process <ul style="list-style-type: none"> • Soliciting feedback from IPC members (and any guests) that we weren't able to do in our December IPC meeting. 	Eck	10 (start ≈ 10:45am)	Discussion
H. Curriculum Report	Palmer	5 (start ≈ 10:55am)	Information
I. IPC's Role in the Program Improvement and Viability Process <ul style="list-style-type: none"> • Cañada's Program Improvement and Viability Process • Familiarizing ourselves with IPC's role in the PIV process, since the Funeral Services PIV committee will be coming to IPC on February 21. 	Eck/Chialin	5	Information
J. Reassigned Time Accountability and Reporting Framework Discussion <ol style="list-style-type: none"> 1. Feedback from faculty and administrators on possible improvements for reassigned time positions. 2. Starting conversation based on the feedback that has been shared thus far. 	Eck/Chialin	10 (start ≈ 11:05am)	Information
K. Program Review Questions Work Group update	Eck	5	
L. Important Dates: <ul style="list-style-type: none"> • March 21st Instructional Program Review Presentations 			Information
M. Adjournment	Hsieh and Eck		