



Instructional Planning Council

May 16, 2025

Time: 9:30am-11:30am

In-Person: Building 9, Room 154 (Faculty Teaching and Learning Center and Lounge)

Remote Option: [Zoom link](#) (Meeting ID: 848 0546 6929)

| 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. Transfer Plan – Colts-U <ul style="list-style-type: none"> Presentation on our college’s new Transfer Plan. The purpose of this agenda item is to accept feedback on the plan. | Max Hartman, Gonzalo Arrizon, and Mary Ho | 15 (start ≈ 9:35am) | Information, Discussion |
| D. Student Equity and Achievement Plan (SEAP) - Ideas for a New Plan <ul style="list-style-type: none"> Presentation on disproportionally impacted student populations at Cañada College The purpose of this agenda item is to seek “blue sky” ideas on possible actions for a new Student Equity and Achievement Plan (2025-2028) | Kiran Malavade, Michiko Kealoha, and Karen Engel | 25 (start ≈ 9:50am) | Information, Discussion |
| E. Strategic Enrollment Management Plan (SEM) Updates <ol style="list-style-type: none"> 4.1.8 - Provide opportunities for faculty to advance equity-mindedness in their discipline or practices <ol style="list-style-type: none"> Presenter: Anniqua Rana 4.1.9 - Provide opportunities for Success Teams to advance equity-minded student support practices at the college (e.g., advising that could affect student aspirations for a particular field and/or program selection) <ol style="list-style-type: none"> Presenters: Anniqua Rana and Ron Andrade | Presenters for each item listed in the item description | 40 mins in total, 5 mins per presentation (start ≈ 10:15am) 5 | Information, Discussion |

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| <p>3. 4.1.10 - Provide regular and frequent pedagogical training opportunities for faculty (i.e. Faculty Learning Program) a. Presenter: Anniqua Rana</p> <p>4. 5.1.1 - Create a hub for evening and weekend students to connect and support their success through an Evening One Stop with aligned instructional spaces and support services a. Presenters: James Carranza and Wissem Bennani</p> <p>5. 5.2.1 - Develop new Kinesiology, Athletics, & Dance programs and certifications in collaboration with the Community Fitness operations in Building 1 such that students have access to on-site job training and workforce development opportunities that effectively prepare them for health and fitness-related employment in the region a. Presenter: Kat Sullivan-Torrez</p> <p>6. 5.2.2 - Increase the number of course offerings and support services at the Menlo Park site and/or other off-campus locations (East Palo Alto) to support program completion and help students access needed courses closer to home a. Presenters: Alex Kramer and Jasmine Jaciw</p> | | 5 5 5 5 5 | |
| F. Honors Program Update <ul style="list-style-type: none"> Update on the Honors Transfer Program | Taveau | 10 (start ≈ 10:55am) | Information |
| G. Draft Update to Rubric for Comprehensive Program Review Questions <ul style="list-style-type: none"> This agenda item will seek feedback on a draft update to the rubric that IPC uses to review comprehensive program review submissions. Academic Senate will need to approve an updated rubric early in the Fall 2025 semester. | Eck | 10 (start ≈ 11:10am) | Information, Discussion |
| H. IPC Achievements 2024-2025 <ul style="list-style-type: none"> End-of-year summary report of IPC's achievements | | 5 (start ≈ 11:05am) | Action |
| Important Dates: | | | |

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| I. Adjournment | Hsieh and Eck | | |
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IPC Members 2024-2025 (15 current voting members)

- **9 Faculty-appointed by Academic Senate**
 - **Curriculum Committee Chair** – Lisa Palmer (term ends Spring 2025)
 - **Faculty Assessment Coordinator** – Paul Roscelli (term ends Spring 2027)
 - **Honors Coordinator** – Rebekah Taveau (term ends Spring 2025)
 - **Faculty Equity Coordinator** – Kiran Malavade (term ends Spring 2025)
 - **Counselor** – vacant
 - **Librarian** – vacant
 - **3 Faculty Members-at-large** (faculty-at-large positions will be used to balance membership – adjunct, career education, division representation, etc.)
 - Erik Gaspar (term ends Spring 2026)
 - David Eck (term ends Spring 2026) (co-chair)
 - Julie Luu (Spring 2025 substitute for Allison Hughes)
- **2 Classified Members-at-large** – recommended by Classified Senate and appointed by CSEA:
 - Jose Zelaya (term ends Spring 2026)
 - Maribel Zarate (term ends Spring 2025)
- **2 Students-appointed by the ASCC** –
 - William Tseng
 - Nicolette Gualino
- **1 Instructional Technologist** - Lindsey Irizarry
- **1 Instructional Dean** – James Carranza (term ends Spring 2026)
- **Dean of Planning, Research and Institutional Effectiveness** – Karen Engel
- **Vice President of Instruction** - Chialin Hsieh (co-chair)