



Instructional Planning Council

March 6, 2026

Time: 9:30am-11:30am

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

Remote Option: [Zoom link](#) (Meeting ID: 833 6492 6416)

AGENDA ITEM	PRESENTER	TIME	PROCESS
A. Approval of Agenda <ul style="list-style-type: none"> Please note: Item E below is a new addition to the agenda from what was sent out to the college community on March 3. See below for more details. Also, the order of items has shifted from what was sent out on Tuesday, March 3. 	Hsieh and Eck	2	Action
B. Approval of Minutes	Hsieh and Eck	2	Action
C. Human Services Coordinator - Out-of-Cycle Reassigned Time Position Request (Grant-Funded) <ul style="list-style-type: none"> Since the reassigned position would be fully grant-funded, it is an information item only. If you have any questions or comments, please email one or both of the IPC co-chairs. 	Chialin Hsieh	3 (start ≈ 9:35am)	Information
D. Program Completability Dashboard <ul style="list-style-type: none"> Presentation on the Program Completability Dashboard tool that has been briefly shared in some previous IPC meetings, with more examples of how the tool can be used Opportunity for questions and suggestions for any future additions 	Alex Claxton and Karen Engel	25 minutes (start ≈ 9:40am)	Information, Discussion

<p>E. Institutional Learning Outcomes (ILO) Survey Language</p> <ul style="list-style-type: none"> Follow-up on October 3, 2025 and February 20, 2026 IPC discussions of ILO survey language concerning Assessment 4: “Represent complex data in various mathematical forms.” Marked up version of the proposed changes to last academic year’s (2024-2025) ILO 4 Assessment: “Represent complex data in various mathematical forms (e.g. equations, graphs, diagrams, tables, statistics, and or equations words) and analyze these data to make judgments and draw appropriate conclusions.” Proposed action: recommend changing ILO 4 Assessment to the following: “Represent data in various forms (e.g. graphs, diagrams, tables, statistics or equations) and analyze these data to draw appropriate conclusions.” Please note: This was a late addition to help us meet the timeline for sending out the Spring 2026 Graduation Survey that is part of our process for assessing our ILOs. 	<p>Karen Engel, Rebekah Taveau, and Kiran Malavade</p>	<p>5 minutes (start ≈ 10:05am)</p>	<p>Action</p>
<p>F. MOCAA: Making Our Courses Accessible for All</p> <ul style="list-style-type: none"> An overview of plans to support faculty in complying with updates to ADA Title II laws. 	<p>Anniqua Rana, Allison Hughes, Jennifer McGuire, Lindsey Irizarry, Nada Nekrep, Sarah Harmon</p>	<p>30 (start ≈ 10:10am)</p>	<p>Information, Discussion</p>
<p>G. Relationships between Student Learning Outcomes (SLOs) Assessment and Program Review</p> <ul style="list-style-type: none"> Discussion of how feedback is incorporated into SLO assessment and instructional Program Review processes. Discussion will cover how this work is occurring broadly across the college. 	<p>Anniqua Rana</p>	<p>15 (start ≈ 10:40am)</p>	<p>Information, Discussion</p>
<p>H. Proposed Program Review Dates for 2026-2027</p>	<p>Dave Eck</p>	<p>5</p>	<p>Action</p>

<ul style="list-style-type: none"> This agenda item is an opportunity to confirm or suggestion revisions to the proposed Instructional Program Review Dates for the next academic year. 		(start ≈ 10:55am)	
I. General College Enrollment Update <ul style="list-style-type: none"> Data on Course Enrollment and Modalities for Spring 2026 (as of standard semester length Census Day) 	Chialin Hsieh	10 (start ≈ 11:00am)	Information, Discussion
J. Strategic Enrollment Management Plan Updates <ul style="list-style-type: none"> 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 	Kat Sullivan-Torrez	10 (start ≈ 11:10am)	Information, Discussion
K. Curriculum Report	Adriana Lugo	5 (start ≈ 11:20am)	Information
L. Agenda Item Requests/Suggestions for Future IPC Meetings <ul style="list-style-type: none"> Opportunity to request agenda items for future meetings Agenda requests can also be made by emailing the IPC co-chairs Chialin Hsieh (hsiehc@smccd.edu) and Dave Eck (eckd@smccd.edu) When building IPC agendas, the co-chairs consider the IPC bylaws as well as general time constraints. 	Hsieh and Eck	5 (start ≈ 11:25am)	Discussion
NEXT MEETING: <ul style="list-style-type: none"> March 20 Instructional Program Review Presentations. [Please note: the next meeting will likely start at 9:00am] 			Information
<ul style="list-style-type: none"> Adjournment 	Hsieh and Eck		

IPC's advisory tasks are stated in the bylaws (operational tasks):

- Develop and oversee the annual process of instructional program review (on behalf of the Academic Senate)
- Provide feedback on instructional program review narratives in accordance with the Academic Senate guidelines.
- Evaluate the instructional program review process yearly.
- Host Instructional Program Review presentations (this could include a collaboration with SSPC).
- Coordinate the annual program review college-wide process (including the timeline, communication, due dates) in collaboration with all councils and appropriate work groups
- Recommend and review policies and procedures as they relate to instruction.
- Provide support and feedback on the development of new instructional programs and instructional program discontinuance. (1.4; 1.8)
- Annually review how the campus is meeting Standard IIA and IIB.
- Completion of a yearly review of the purpose and the role of the Instructional Planning Council.
- Discuss and identify innovative instructional methods and opportunities to enhance teaching and learning. (EMP 1.9; 1.19; 2.3; 2.5; 4.10; 4.11) (SEM 4.1.6, 4.1.8, 4.1.10, 2.2.1, 1.2.2)
- Review and provide feedback on reassigned time applications.

IPC Goals for 2025-2026

- Provide substantive, constructive feedback on instructional program review narratives in accordance with the Academic Senate guidelines. (Fall)
- Review and provide feedback on reassigned time applications. (Fall)
- Evaluate the instructional program review process yearly. (Spring)
- Provide assistance on EMP 1.8: Ensure program viability
- Provide assistance on EMP 1.15: Create and scale the first-year experience program