



Instructional Planning Council

October 3, 2025 Agenda

Time: 9:30am-11:30am

In-Person Option: Building 13-233 (Note: different room for this meeting)

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

AGENDA ITEM	PRESENTER	Time	PROCESS
A. Approval of Agenda	Chialin Hsieh and Dave Eck	2	Action
B. Approval of Minutes - Sept. 19, 2025	Chialin Hsieh and Dave Eck	2	Action
C. Faculty Teaching and Learning Center – Highlights <ul style="list-style-type: none">Highlights from the ongoing workshops, resources, and website that our Faculty Teaching and Learning Co-Coordinators have been working on.	Ellen Young and Doniella Maher	15 (start ≈ 9:35am)	Information, Discussion
D. Student Equity and Achievement Plan (SEAP) - Review of Draft Plan <ul style="list-style-type: none">Cañada College is developing its new three year SEAP plan (2025-2028).This agenda item is an opportunity for IPC to provide feedback on the draft Student Equity and Achievement Plan 2025-2028.	Kiran Malavade and Michiko Kealoha	20 (start ≈ 9:50am)	Information, Discussion
E. Institutional Learning Outcomes (ILO) Survey Results <ul style="list-style-type: none">Review of annual survey results given to graduating students that asks them to rate their achievement of our Institutional Learning Outcomes.	Karen Engel	15 minutes (start ≈ 10:10am)	Information

F. Reassigned Time Budget Update <ul style="list-style-type: none"> Annual update on the budget for reassigned time positions. 	Chialin Hsieh	10 (start ≈ 10:25am)	Information
G. Reassigned Time Position Application Form <ul style="list-style-type: none"> Review of draft application form that will be used for individuals applying to renew a position or create new reassigned time positions. (This form concerns the positions themselves, not individuals seeking to fill the positions.) Opportunity to provide feedback on the layout of the application form. Discussion of Appendix D duties and how this impacts what responsibilities can be part of reassigned time. 	Chialin Hsieh and Dave Eck	15 (start ≈ 10:35am)	Information
H. Updates to the Distance Education Handbook <ul style="list-style-type: none"> Proposed updates to Distance Education Handbook (2025-2028) This agenda item is an opportunity for IPC to offer feedback on the Handbook 	The Distance Education Team: Allison Hughes, Nada Nekrep, Lindsey Irizarry, and Anniqua Rana	20 (start ≈ 10:50am)	Information, Discussion
I. Draft Rubrics for Comprehensive Program Review <ul style="list-style-type: none"> Academic Senate has provided some suggested revisions to the rubric. This item is an opportunity to provided feedback on the revisions or suggest new revisions. The two draft rubrics: <ul style="list-style-type: none"> Draft Rubric - Feedback Form - Instructional Comprehensive Program Review Draft Rubric - Feedback Form - Library and Learning Center Program Review 	Dave Eck	10 (start ≈ 11:10am)	Discussion
J. Curriculum Report	Adriana Lugo	10 (start ≈ 11:20am)	Information

I. Important Dates: October 17 th Comprehensive Program Review due November 14 th New, revised, and renewed reassigned time position applications due November 21 st IPC will review comprehensive program reviews, extra-long meeting December 5 th , IPC votes on reassigned time position (new, revisions, and renewals)			Information
J. Adjournment	Hsieh and Eck		