



GOVERNANCE STRUCTURE GROUP REQUEST

Request submitted by Berta Cuaron				Date 4/2/02 (rev. 4/16/02, 5/7/02, 9/16/03, 10/7/03, 10/13/04, 1/25/06, 1/27/06, 2/8/06, 10/22/08)			
Proposed Name of Requested Group Instructional Planning Council							
<input checked="" type="checkbox"/>	Council	<input type="checkbox"/>	Committee	<input checked="" type="checkbox"/>	Subcommittee	<input type="checkbox"/>	Task Force
Action Requested:		<input type="checkbox"/>	Add	<input type="checkbox"/>	Delete	<input checked="" type="checkbox"/>	Change
Role, Products, Reporting Relationships:							
<u>Role:</u> <ul style="list-style-type: none"> • Develops, implements, evaluates and revises Instruction's plans and initiatives, both short- and long term. • Develops, reviews, and updates the process (qualitative and quantitative elements and instrument) and establishes the timeline for the 2-year Institutional Program Review and Planning (IPR&P) cycle for Instruction. • Reviews and summarizes IPR&P documents and utilizes them to develop and guide recommendations for priorities for Instruction, including budget, staffing needs, equipment, technology, facilities, and other resources essential to support instruction and the success of students. • Utilizes the District's Strategic Plan and the Annual Implementation Plan to guide and outline its goals, tasks and actions to be accomplished in the academic year. • Make recommendations relevant to any matters or issues that affect Instruction and/or by request from SPC. • Convenes the subcommittee to review and update the process (qualitative and quantitative elements and instrument) and timeline for requesting full-time faculty positions and to prioritize each year's list of full-time faculty positions for discussion and endorsement by IPC, forwarding the recommendation to SPC as information. 							
<u>Products:</u> <ul style="list-style-type: none"> • Institutional Program Review and Planning documents, summaries and recommendations, including budget, staffing needs, equipment, technology, and facilities priorities • Progress report on Strategic Plan and AIP • Annual goals and accomplishments • Full-time Faculty Position Priority Recommendation 							
<u>Reporting Relationship:</u> Strategic Planning Council							
Meeting Schedule: Second and Fourth Wednesdays, 2:30 to 4:00 p.m.							
Chair: *Vice President, Instruction							
Members: *Five instructional deans Director of Extended Education *Seven Faculty Members (one each from the five instructional divisions, library, and student services appointed by Faculty Senate) *One Faculty Member who is also on the Faculty Senate appointed by the Faculty Senate Two Classified Unit Employees appointed by CCE/AFT (one from Instruction area) One Student appointed by ASG Director of Occupational and Non-Credit Programs Research Analyst One CAST Member appointed by CAST							

*The Faculty Position Priority Subcommittee membership includes asterisked members plus two (2) faculty appointed by the Faculty Senate.

If change is requested, attach current structure and list proposed changes.

Reviewed by Strategic Planning Council:

Comments:

9/16/03 First Reading
10/7/03 Approved
03/06/06 Revisions Approved

Approved by PAC: 10/2/01