



INSTRUCTIONAL PLANNING COUNCIL MINUTES

April 11, 2007

Members Present: Mark Bealo, Norma Bean, Judy J. Cater, Linda Cox, Berta Cuaron, Candi Francis, Robert Frederick, Katheryn Garlow, Karen Huffman, Terry Humphrey, Chantal Maher, Wilma Owens, Pat Schwerdtfeger, Mollie Smith, Mark Vernoy, Debi Workman

Members Absent: Richard Borden, Becky McCluskey, Tina Riley,

Recorder: Suzanne M. Holt

I. Approval of March 14, 2007 Minutes

MSC Judy J. Cater / Terry Humphrey to approve the minutes of March 14, 2007.

II. 75/25 Request

The Career, Technical & Extended Education Division requested \$427.44 for copy paper and cartridges for the Drafting Technology Program.

MSC Judy J. Cater / Mark Bealo to approve the 75/25 fund as requested.

III. Institutional Review

Berta Cuaron stated that the Institutional Review Committee (IRC) had not met again. The goal is to modify the institutional review process in order to link all of the District processes to be used as a planning document and for resource allocation. Institutional review recommendations will be brought to the next meeting.

IV. Faculty Hiring Priority Recommendations for 2008-09

Berta Cuaron stated that the IPC Subcommittee had met three times, shared information and had good discussions in developing the faculty hiring priority recommendations for 2008-09. The handout, "Faculty Hiring Priority Recommendations for 2008-09" had number 6 missing from the document. This will be corrected by adding number 6, which is Economics.

There was discussion in reference to the Nursing Education positions. Since these positions are outside the normal hiring process, would the Nursing positions be included in the teaching faculty data, when considering librarians and counselors. The Nursing positions do not negatively impact the FTFO, but in the formula they are considered teaching faculty, so they need to be included in that number.

MSC Mark Bealo / Judy J. Cater to approve the faculty hiring priority recommendations for 2008-09, to be forwarded to the Strategic Planning Council, as listed:

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| 1. Biology | 15. Radio |
| 2. Psychology | 16. Chicano Studies |
| 3. ESL | 17. English |
| 4. Biology | 18. Mathematics |
| 5. American Indian Studies | 19. Physical Education/Athletics (Women's Soccer or Softball) |
| 6. Economics | 20. Photography |
| 7. Diesel Mechanics Technology | 21. Political Science |
| 8. Graphic Communications | 22. Mathematics |
| 9. Physical Education/Athletics (Baseball) | 23. Cinema |
| 10. History | 24. Cabinet/Furniture Technology |
| 11. English | 25. Real Estate |
| 12. Business Administration | 26. Graphic Communications |
| 13. Child Development | 27. Fire Technology |
| 14. Psychology | |

V. Accreditation Self-Study

The Accreditation Steering Committee convened for a meeting and it was noted that Norma Bean is the IPC representative. The accreditation self-study is very involved and broad participation is needed, and there will be a call for volunteers for team leaders and writing team members. The process starts in Fall 2007, and the first draft of the self-study will be due by the end of the Fall 2007 semester, which will be forwarded to SPC in Spring 2008. The draft will be completed in Fall 2008. When the site visit takes place, the team members will ask questions to validate the self-study and proper documentation. It is critical to the District that we look at ourselves in this process of self-assessment and where we are headed in the future. The result we are striving for is to be reaccredited without any recommendations..

VI. Self-Evaluation of IPC/Governance Structure

The SPC asked that IPC members do a self-evaluation and of the governance structure. The self-evaluation forms will be sent to the IPC members on April 12, 2007, to be returned to the Research and Planning office by April 19, 2007. IPC members are encouraged to be honest as the feedback is important in order to make any improvements. Any feedback from SPC will be brought to the next IPC meeting to consider any recommendations to do things differently. Research and Planning will summarize the data and the summary information will be discussed at the last meeting on May 9, 2007.

VII. Other

Mark Bealo stated that he runs his own off-campus video production company and he recently won a Webby award in two categories.

Pat Schwerdtfeger announced several upcoming events in the Boehm Gallery and the Performing Arts Department.

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Berta Cuaron stated that we received notice that Palomar College is eligible to submit a Title III or Title V grant. The grant application will be completed in hopes of being funded and would add to the activities being developed with Basic Skills one-time funds.

Berta Cuaron announced a Basic Skills Forum was held today and another one is scheduled tomorrow April 12, 2007, from 1:00 to 2:00 p.m. in the Faculty/Staff Lounge. Both forums invite participants to the discussion of making plans for the pilot program in Fall 2008.

Other announcements include the Faculty Tea on May 10, 2007 and the All College BBQ on May 16, 2007.

The meeting was adjourned at 3:05 p.m.