



INSTRUCTIONAL PLANNING COUNCIL MINUTES

January 28, 2009

Members Present: Richard Borden, Judy J. Cater, Berta Cuaron, Judy Dolan, Craig Forney, Candi Francis, Chantal Maher, Becky McCluskey, Steve McDonald, Norma Miyamoto, Michael Mufson, Zeb Navarro, Wilma Owens, Kathleen Sheahan, Mark Vernoy, Debi Workman, Claudia Duran-ASG Rep.

Members Absent: Lisa Romain, Mollie Smith

I. **Approval of December 10, 2008 Minutes**

MSC Michael Mufson / Wilma Owens to approve the December 10, 2008 minutes.

II. **2008-09 IPC Goals/Self Study Planning Agendas**

Berta Cuaron stated that the planning agendas have been embedded in the Annual Implementation Plan and the Strategic Planning Council (SPC) has assigned leadership by individuals or groups.

III. **Institutional Program Review and Planning Deadline**

Berta Cuaron will be sending an E-mail to the chairs/directors in reference to the March 2, 2009 due date for departments to submit a simple second year progress report on curriculum, scheduling, staffing, and instructional equipment.

The progress reports will be consolidated and brought back to IPC for discussion.

IV. **Budget Update**

President Deegan has scheduled an All College Forum on Wednesday, February 4, 2009, from 2:00 to 3:30 p.m. in the Governing Boardroom. He and the trustees met with state legislators last week and discussed sustaining the funding level for community colleges, given the economic crises of the state and the country. The community colleges in the state are growing by as much as 100,000 FTES, that will not be reimbursed by the System Office.

Everyone must tighten their belt and pull together as a college. Since the district made an overall 25% budget reduction last year, it has really helped us get through this year. There will be proactive planning for any future budget reductions through SPC, Budget Committee, and the planning councils.

V. **Accreditation Site Visit**

The list of "Palomar College Comprehensive Evaluation Visit Team Roster – Monday, March 9-Thursday, March 12, 2009" was distributed. The site visit team consists of 8 members and one executive assistant, with the possibility of two additional members. The accreditation self-study document has been distributed and divisions and departments have been notified to pick up a copy for their area. Berta Cuaron asked that people familiarize themselves with areas of special interest to them before the

accreditation site visit. The chair of the accreditation site visit team will be doing a pre-visit to the campus two weeks before the actual site visit. There is team training next week in order for the team members to get organized. The accreditation self-study document is posted on the website. It is a great document that represents a lot of effort on behalf of several people. Berta Cuaron will bring a copy of the accreditation self-study to the next meeting.

VI. **Other**

Berta Cuaron stated that the task force of the Education and Facilities Master Plan Update 2022 will be convened in order to reassess academic programs at San Marcos and the Escondido and Fallbrook Centers. The first hour of the IPC meeting times will be devoted to the work of the task force, followed by a brief IPC meeting depending on agenda items to be considered.

The announcement was made that the construction contractor for the MIB/HS construction site will be doing rock blasting on Friday, January 30, 2009 at 4:00 p.m. This requires evacuation of employees and students at the AA/ST, B, F, SSU and SU buildings at 3:45 p.m., as a safety precaution.

The meeting was adjourned at 3:40 p.m.