



## Instructional Planning Council AGENDA

**MEETING TYPE:**

X

**Staff**  
**Product/Project**  
**Special**

**Date:** November 28, 2018  
**Start Time:** 2:30 p.m.  
**End Time:** 4:00 p.m.  
**Location:** AA-140

**Chair:** Dr. Jack S. Kahn

**Members:** Richard Albistegui-Dubois, Michelle Barton, Mark Bealo, Glyn Bongolan, Sarah DeSimone, Kelly Donaghy, Kelly Falcone, Katy Farrell, Marlene Forney, Margie Fritch, Barb Kelber, Michael Large, Pearl Ly, Zeb Navarro, Jim Odom, Nichol Roe, Seth San Juan, Suzanne Sebring, Shayla Sivert, Justin Smiley, Angela Smith, Susan Snow and Ellen Weller.

**Recorder:** Michelle LaVigueur

Agenda Item	Outcome
I. Announcements a. IPC Timeline reminders b. Scheduling Planning presentation – 12/5/18 in MD-157 at noon	Information
II. Comments from Constituencies	Information
III. Approve minutes – November 14, 2018	Action
IV. IPC Form	Discussion
V. Certificate and Degree Review (II.A.1)	Information
VI. CCSSE Results (Continue Discussion)	Discussion
VII. New Programs – List of Standard Questions – Attachment A	Discussion
VIII. Presenting Program Reviews	Discussion
IX. Textbook Adoption Process – Dean Ly	Discussion
X. SPPF IPC Funds – FY 2018-19 in the amount of \$41,884 (0811909) a. District-wide study of lab hours and study hourly – Dr. Weller	Discussion
XI. Review ALL Forms (I.A.4) a. Improving Forms b. Non-Instructional form (ours and new one) and new process	Discussion
XII. Waitlists Workgroup – Update	Information
XIII. Scheduling Improvement – Workgroup Update (II.A.6)	Information
XIV. Faculty Hiring Process – Proactive work update (III.A.2)	Discussion
XV. Librarian/Counselor Hiring Practice	Discussion
XVI. <u>Standing Reports</u> A. AB 705 B. Accreditation C. Enrollment D. Guided Pathways (II.C.6) E. LOC & Curriculum F. Student Equity and Achievement program (SEA) G. SPC H. CTEE	Information

I. PD J. ROC update	
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**Next Meeting: December 12, 2018 in AA-140**