



**INSTRUCTION PLANNING COUNCIL  
MEETING MINUTES OF**

Friday, October 4, 2013  
9:30 am – 11:30 am  
Building 6, Room 112

**Members Present:** Alicia Aguirre (Curriculum), Gregory Anderson (VPI), Frank Austin (Classified), Valeria Estrada (Librarian), Linda Hayes (Dean), Chialin Hsieh (Dean), David Johnson (Dean), Nicholas Martin (Counseling), Supinda Sirihekaphong (Classified), Anniqua Rana (Basic Skills), Carol Rhodes (SLO), Janet Stringer (Dean), Evelyn Valenzuela (ASCC).

**Members Absent:** Patty Hall (Honors).

**Guest:** Hyla Lacefield, Joan Tanaka.

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**1. Approval of Agenda – Approved**

**2. Approval of Minutes – September 6, 2013 – Approved as amended: “members’ present” list, Michelle Morton & Jonna Pounds were deleted and Chialin Hsieh was added as present.**

**3. Business**

**A. Special meeting on 10/22/13 with accreditation team - Approved**

Gregory Anderson briefed the committee about intent of this special meeting with the accreditation team.

**B. Accreditation FAQ**

To prepare for the accreditation visit, Standard 2A: Instructional Programs was reviewed and discussed. VPI Anderson informed the committee that it is district policy that if the accreditation team requests to meet with a specific individual, that individual must ask another person to accompany them. It was encouraged to read the document thoroughly.

**C. Bylaws review including membership**

After a lengthy discussion, it was decided that a subcommittee would review the document and present it to IPC. Subcommittee members are Anniqua Rana and David Johnson.

**D. ILO proposed changes**

Hyla Lacefield presented changes to the Institution Learning Outcomes (ILO) document.

Committee members gave feedback, which Hyla will incorporate into the new document. Revised document will have five ILO's instead of four. For more feedback, please e-mail them to Hyla Lacefield or Jeanne Gross.

#### **4. Adjournment**

The meeting adjourned at 11:27 am