



**Instructional Planning Council
Agenda**

September 1, 2023
9:30am-11:30am
Zoom/3-104

AGENDA ITEM	PRESENTER	Time (Minutes)	PROCESS (Action, information, discussion)
A. Approval of Agenda	Hsieh	2	Action
B. Approval of Minutes (May 19, 2023)	Hsieh	2	Action
C. Bylaw Review	Hsieh	5	Information
D. Membership Update	Hsieh	5	Information
E. IPC Faculty Co-chair: IPC will vote to appoint a co-chair from its current membership.	Hsieh	15	Action
F. Program Review & Data Dashboards	Engel	10	Information
G. Program Review Subcommittee of PBC <ul style="list-style-type: none">• Seeking IPC member	Engel	5	Action
H. Reassigned Time Positions List	Hsieh	5	Information
I. PBC Representative <ul style="list-style-type: none">• Seeking IPC member	Hsieh	5	Action
J. IPC Goals for 2023-2024	Hsieh	15	Discussion

<p>K. Rubric for Instructional Program Review</p> <ul style="list-style-type: none"> • Library & Learning Center Rubric • Rubric for all other instructional programs 	Eck	10	Information/Discussion
<p>L. Dual-Enrollment</p> <ul style="list-style-type: none"> • Faculty Handbook (draft) 	Chan & Arellano	15	Information/Discussion
<p>M. Curriculum Report</p>	Palmer	5	Information
<p>N. Good of the order—Program Review Support Session</p>	Hsieh	1	Discussion
<p>O. Important Dates:</p> <ul style="list-style-type: none"> • Program Review <ul style="list-style-type: none"> ○ October 13: Instructional Comprehensive Program Review, Mid-Cycle Review, or Annual Update due ○ October 27: Dean/VP feedback due ○ November 3: Review and incorporate supervisor’s feedback due (final deadline) • Reassigned Time (New, Renewals, & Revisions) <ul style="list-style-type: none"> ○ November 10: Online applications due for all new, renewal and revised positions ○ Renewal schedule by position ○ November 17: Dean/VP review, provide recommendations, sign and submit applications to Office of Instruction ○ December 1: IPC will review the applications for Faculty Reassignment, provide feedback, and vote on their recommendation (by position). Reassigned time authors are invited to attend. 			Information

P. Adjournment	Hsieh		Action
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