



INSTRUCTION PLANNING COUNCIL

Friday, May 01, 2009

10:00 am - 11:30 am

Building 16, Room 108

MEETING MINUTES

Present: Jenny Castello, Denise Erickson, Salumeh Eslamieh, Sharon Finn, Linda Hayes, Byron Ramey, Carol Rhodes, Rita Sabbadini, Ben Smith, Janet Stringer (Administrative Co-Chair), Greg Stoup.

Absent: Patty Dilko (Faculty Co-Chair), Jonna Pounds.

Guest: Martin Partlan, Joan Rosario.

1. Approval of Agenda – Approved

2. Approval of Minutes – April 3, 2009

3. Discussion Item

I. Chemical Technology Program

Jeanette Medina presented the Chemical Technology Program. This program, approved by the Curriculum Committee effective for Fall 2009 semester, prepares students to work in research laboratories in the chemical industry. The program offers Certificate and/or AS degree.

II. Institutional SLOs

Carol Rhodes presented the Institutional SLOs and modifications were discussed. The following reflects the recommended addition/changes:

Students of diverse backgrounds will achieve one or more of the following outcomes:

- Complete appropriate basic skills courses in preparation for enrollment in college-level certificate, degree or transfer programs.

- Complete coursework necessary for an Associate in Science or Associate in Arts degree, including general education, major coursework, electives, and basic competency requirements.
- Complete coursework required for Certificates in Career Technical Education or other Certificate programs.
- Complete coursework required for transfer to California State University, University of California, and other universities.
- Use student support services, participate in enrichment activities, and complete courses that support personal development and education plans.

III. Scoring Rubric for Program Review

There was a discussion on how to modify the scoring rubric as a guideline and not as a grading measurement tool. These recommendations are reflected on the modified scoring rubric.

IV. Early Alert

Rita Sabbadini mentioned the need for faculty members to proactively use the early alert system when a student needs attention. Early intervention will assist counselors and the Learning Center in a better outreach to the student.

4. Adjournment

Three of the agenda items will be brought to the next meeting.