



## Instructional Planning Council

**May 16, 2025**

**Time:** 9:30am-11:30am

**In-Person:** Building 9, Room 154 (Faculty Teaching and Learning Center and Lounge)

**Remote Option:** [Zoom link](#) (Meeting ID: 848 0546 6929)

AGENDA ITEM	PRESENTER	Time (Minutes)	PROCESS
A. Approval of Agenda	Hsieh and Eck	2	Action
B. Approval of Minutes	Hsieh and Eck	2	Action
<b>C. Transfer Plan – Colts-U</b> <ul style="list-style-type: none"> <li>Presentation on our <a href="#">college's new Transfer Plan</a> (2025-28).</li> <li>The purpose of this agenda item is to accept feedback on the plan.</li> </ul>	Max Hartman, Gonzalo Arrizon, and Mary Ho	15 (start ≈ 9:35am)	Information, Discussion
<b>D. Student Equity and Achievement Plan (SEAP) - Ideas for a New Plan</b> <ul style="list-style-type: none"> <li>Presentation on <a href="#">disproportionally impacted student populations at Cañada College</a></li> <li>The purpose of this agenda item is to seek “blue sky” ideas on possible actions for a new Student Equity and Achievement Plan (2025-2028)</li> </ul>	Kiran Malavade, Michiko Kealoha, and Karen Engel	25 (start ≈ 9:50am)	Information, Discussion
<b>E. <a href="#">Strategic Enrollment Management Plan</a> (SEM) Updates</b> <ol style="list-style-type: none"> <li><b>4.1.8 - Provide opportunities for faculty to advance equity-mindedness in their discipline or practices</b> <ol style="list-style-type: none"> <li>Presenter: Anniqua Rana</li> </ol> </li> <li><b>4.1.9 - Provide opportunities for Success Teams to advance equity-minded student support practices at the college (e.g., advising that could affect student aspirations for a particular field and/or program selection)</b> <ol style="list-style-type: none"> <li>Presenters: Anniqua Rana and Ron Andrade</li> </ol> </li> </ol>	Presenters for each item listed in the item description	40 mins in total, 5 mins per presentation (start ≈ 10:15am) 5	Information, Discussion

<p>3. <b>4.1.10 - Provide regular and frequent pedagogical training opportunities for faculty (i.e. Faculty Learning Program)</b>  a. Presenter: Anniqua Rana</p> <p>4. <b>5.1.1 - Create a hub for evening and weekend students to connect and support their success through an Evening One Stop with aligned instructional spaces and support services</b>  a. Presenters: James Carranza and Wissem Bennani</p> <p>5. <b>5.2.1 - Develop new Kinesiology, Athletics, &amp; Dance programs and certifications in collaboration with the Community Fitness operations in Building 1 such that students have access to on-site job training and workforce development opportunities that effectively prepare them for health and fitness-related employment in the region</b>  a. Presenter: Kat Sullivan-Torrez</p> <p>6. <b>5.2.2 - Increase the number of course offerings and support services at the Menlo Park site and/or other off-campus locations (East Palo Alto) to support program completion and help students access needed courses closer to home</b>  a. Presenters: Alex Kramer and Jasmine Jaciw</p>		5 5 5 5 5	
<b>F. Honors Program Update</b> <ul style="list-style-type: none"> <li><a href="#">Update on the Honors Transfer Program</a> (presentation link updated on May 14)</li> </ul>	Taveau	10 (start ≈ 10:55am)	Information
<b>G. Draft Update to Rubric for Comprehensive Program Review Questions</b> <ul style="list-style-type: none"> <li>This agenda item will seek feedback on a draft update to the rubric that IPC uses to review comprehensive program review submissions.</li> <li>Academic Senate will need to approve an updated rubric early in the Fall 2025 semester.</li> </ul>	Eck	10 (start ≈ 11:10am)	Information, Discussion
<b>H. IPC Achievements 2024-2025</b> <ul style="list-style-type: none"> <li><a href="#">End-of-year summary report of IPC's achievements</a></li> </ul>		5 (start ≈ 11:05am)	Action
<b>Important Dates:</b>			

I. Adjournment	Hsieh and Eck		

## IPC Members 2024-2025 (15 current voting members)

- **9 Faculty-appointed by Academic Senate**
  - **Curriculum Committee Chair** – Lisa Palmer (term ends Spring 2025)
  - **Faculty Assessment Coordinator** – Paul Roscelli (term ends Spring 2027)
  - **Honors Coordinator** – Rebekah Taveau (term ends Spring 2025)
  - **Faculty Equity Coordinator** – Kiran Malavade (term ends Spring 2025)
  - **Counselor** – vacant
  - **Librarian** – vacant
  - **3 Faculty Members-at-large** (faculty-at-large positions will be used to balance membership – adjunct, career education, division representation, etc.)
    - Erik Gaspar (term ends Spring 2026)
    - David Eck (term ends Spring 2026) (co-chair)
    - Julie Luu (Spring 2025 substitute for Allison Hughes)
- **2 Classified Members-at-large** – recommended by Classified Senate and appointed by CSEA:
  - Jose Zelaya (term ends Spring 2026)
  - Maribel Zarate (term ends Spring 2025)
- **2 Students-appointed by the ASCC** –
  - William Tseng
  - Nicolette Gualino
- **1 Instructional Technologist** - Lindsey Irizarry
- **1 Instructional Dean** – James Carranza (term ends Spring 2026)
- **Dean of Planning, Research and Institutional Effectiveness** – Karen Engel
- **Vice President of Instruction** - Chialin Hsieh (co-chair)