

Institutional Planning Committee (IPC) Meeting

Wednesday, November 7, 2018

1:00 – 3:00 p.m.

Room 18-206

Members: Mondana Bathai, John Burrigh, Michael Claire (ex-officio), Sandra Stefani-Comerford, Tabitha Conaway, Heidi Diamond, Krystal Duncan, Alicia Frangos, Georgia Giari, Fauzi Hamadeh (co-chair), Kim Lopez (co-chair), , Paola Mora Paredes, Teresa Morris, Madeleine Murphy, Luis Padilla, Anniqua Rana, Erica Reynolds, Jose Rocha, Richard Rojo, Elizabeth Schuler, Arielle Smith, Elnora Kelly-Tayag, Jeremy Wallace (co-chair),

Absent: Juanita Celaya, Emily Barrick, Laura Demsetz, Paul Hankamp, David Laderman, Sarah Mangin-Hinkley

Guests: Jia Chung, Hilary Goodkind, Ludmila Prisecar, Jan Roecks, Jeremiah Sims, Mary Vogt

MEETING SUMMARY

Review of the Agenda

No changes to agenda

Review of the Summary from October 17

No changes to the minutes

Program Review Process

Kim presented an overview of the Program Review process accompanied by a visual website walk-through, projected on-screen. After showing the committee through the location of rubrics and the program reviews and resource requests website, Kim asked that the individually assigned groups break out to work on the program review rubrics.

Kim suggested to the committee cancel the November 21 meeting. It was approved. She requested that the individual groups complete the rubrics and return them to their respective group chair by November 21st. Chairs should then submit their rubrics to Mary Vogt via email.

The committee was instructed that all requisite documents can be found at:

Collegeofsanmateo.edu/programreview/programreviews2018.asp

The committee then split into groups to decide upon their plans for finishing the rubrics by the November 21 deadline.

Next Meeting: December 5, 2018