

# Foothill College

## Integrated Planning & Budget Task Force

Agenda  
January 15, 2019  
1:00pm-2:00pm

ITEMS	TOPICS
1	Meeting Minutes
2	Instructional Program Review Template and Rubric

**Members in Attendance:** Eric Reed, Debbie Lee, Doreen Finkelstein, Kurt Hueg, Isaac Escoto, Carolyn Holcroft, Ram Subramaniam, Lisa Ly, Kristy Lisle, Lene Whitley-Putz, Lan Truong, Teresa Ong, Elaine, Melissa Cervantes, Lauren Balducci, Paul Starer, Melia Arken

### 1) Meeting Minutes

- [The committee voted and approved the meeting minutes by consensus.](#)

### 2) Instructional Program Review Template and Rubric

- The committee reviewed the Instructional Program Review Template and Rubric, and made edits.
- [The following sections were approved:](#)
  - [Program Mission Statement](#)
  - [Program Level Student Learning Outcomes](#)
  - [Enrollment Trends – FTES](#)
  - [Enrollment Trends – Sections](#)
- At the next meeting, IP&B will continue to review the Instructional Program Review Template and the Rubric, and discuss Actual and Max PROD.

For additional information on meeting minutes, please contact Kelaiah Harris at [harriskelaiah@fhda.edu](mailto:harriskelaiah@fhda.edu).