



**Instruction Council Meeting**

Meeting Date: March 4, 2021

Meeting Time: 12PM-2PM

Location: ZOOM

Present:

**20-21 Instruction Council Goals**

- Review and update, as needed, BP/APs
- Make recommendations on 2-year Academic Calendar
- Practice Equity-Centered Decision Making
- Address follow-up items and complete action items

Topic	(I) Information/ (A) Action
<p><b>Welcome and Announcements</b>  <b>Approval of the Feb 18<sup>th</sup> notes</b></p> <p><b>Old Business</b></p> <p><b>I. New Program Pre-Approval Form: Feedback from governance committees? – Neil Carpentier-Alting</b></p> <p><b>II. Strategic Enrollment Management Plan: Next Steps?</b></p> <p>a. That can be immediately implemented</p> <ul style="list-style-type: none"> <li>• Our classes are “small” compared to other Colleges and therefore can be a destination college- but we need to shore up getting students into the college.</li> <li>• Short promotional videos</li> <li>• Highlight program of the month</li> </ul> <p>b. That can be implemented overtime</p> <ul style="list-style-type: none"> <li>• Make sure students and instructors have online support (e.g. hot spots)</li> <li>• Early alert system implementation</li> <li>• Figure out the Banner issues to streamline enrollment, financial aid and registrations.</li> <li>• Figure out the reason for the exiting of students.</li> <li>• Transparent processes that can still be efficient.</li> </ul> <p><b>New Business</b></p> <p><b>I. Nursing Program Update</b></p> <p><b>II. Statement on behalf of Instruction Council</b></p> <p><b>III. Space relocation process recommendations</b></p> <p><b>Adjourn</b></p> <p><b>Future Items:</b></p> <p><b>I. Follow-up regarding AP 4610 Instructional Service Agreements – Administrative Services (I)</b></p>	