Date of Meeting: 3/20/15

Location: CMS 236

Time: 8:30 am - 2:00 pm

Voting Members Present: Michael Allen, Donna Ayers, Carolyn Daly, Madelline Hernandez, Mark Hobbs, David Jordan, Sarah Master, Said Pazirandeh, D’Art Phares, Gary Prostak, Mari Rettke, Curt Riesberg, Debby Wong

Voting Members Absent: Roula Dakdouk

Resource Member Absent: Pat Flood

Guest Present: Louis Eguaras, Mike Reynolds, Jesse Sanchez, Louis Zandalasini

Call to Order by Phares (co-chair) at 8:37 am

1. Comprehensive Program Reviews
   1.1. David Jordan presented for Distance Education
   1.2. Louis Zandalasini, Louis Eguaras, and Jesse Sanchez presented for Family & Consumer Studies
   1.3. Said Pazirandeh presented for Physical Sciences
   1.4. Mike Reynolds presented for Life Sciences

2. Recommendations and Commendations for the four departments were discussed. They will be finalized at a future meeting.

3. Adjournment 2:00 pm

Future Meeting Date:
4/13/15
4/27/15
5/1/15 (Friday, 9-1)
5/4/15
5/18/15
6/1/15

Minutes – D. Phares
ADDENDUM

A. SLO/PLO/ILO Assessments Reports

LOAC REPORT – EPC
May 18, 2015

• Our Web Architect, Nick Minassian, has added to the SLO online system ILO screens similar to the PLO screens to enable us to do ILO rollup assessments. LOAC is using this information to do assessments for all seven ILOs this semester.

• The comprehensive ILO assessment for Information Competency, which is being conducted this semester, is going well. It involves both a short survey and writing samples. Clarified instructions with screen shots were sent out this morning. If you have been asked to participate, please do so as your participation is very important.

• We are planning a comprehensive Written Communication ILO assessment for the fall and more details will be forthcoming about that shortly.

• Another update to the SLO online system is that when you initially log in to the system to do an assessment report, the reminder screen for the follow-up report has been removed; however, the system will not allow you to submit any further assessments until you complete the follow-up response. See the screenshot below which includes the message and button to complete a follow-up report before submitting a new assessment.
Nick is also reinstituting the public screen feature for the SLO website. This will enable anyone to view the assessments and will be especially important for PLO assessments as the ACCJC requires that these be made public.

This real-time, computer-generated SLO report is now accessible from the Faculty Portal. Click on SLOs and then SLO Status Report:
A “GE Only” checkbox also has been added to the SLO Status Report which can be used to generate reports for GE courses. See screenshot below:
B. Essential Skills Committee Report

Essential Skills Committee
Report to Ed Planning Committee
May 18, 2015

1. The committee met on May 13, 2015.
2. The committee reviewed the May 1, 2015 Basic Skills Expenditure Guidelines from the State Chancellor's Basic Skills Grant Coordinator, Eric Nelson, on recommended best practices.
3. Committee co-chair Cindy Luis reviewed the budget and shared that LAMC has $85,500 in funds that must be spent or encumbered by June 30, 2015.
4. The committee reviewed 11 Requests for BSI Funding: one was rejected, one was tabled, two were returned for clarification, seven were approved as submitted or as amended.
5. The committee has convened a special meeting for June 3, 2015 to make final determination on the proposals that are being clarified and/or further amended.

Submitted by:
Gary Prostak

C. Accreditation Report

EPC
Accreditation Report
May 18, 2015

Progress on Self-Study Report

The Self-Study is on schedule and Standard Teams have submitted their phase V drafts. The ASC will now be meeting every Wednesday morning to review individual standard team drafts.

Several ASC members will be attending the accreditation training being conducted by Bob Pacheco at the DPAC meeting May 22nd. ASC will also be conducting a training session for each of the standard teams. The training will focus on sharing information from the ACCJC conference held in April. The training is scheduled for May 29th at 8:30am.

A friendly reminder to all shared governance committees to update their Web sites with current agendas and minutes and make sure all links are active. Also, make sure all documents uploaded to the Web site do not contain any water marks.