Minutes
April 21, 2008
Campus Center 4, 1:30-3:30


Resource Members Present: Phoebe Rivera.

Call to Order: meeting was called to order by Co-Chair Jan Silver at 1:50 p.m.

1. Approval of Minutes: Minutes for the past two meetings (3/17/2008 and 4/7/2008) were considered for approval. Motions were made by Angela Echeverri and seconded by Pat Flood to approve both minutes. Minutes of 3/17/2008 were approved with minor changes (typos) and minutes of 4/7/2008 were approved with no changes.

2. Shared Governance Committee Self-Evaluation Form
   A discussion took place among the members present relating to the main accomplishments achieved by EPC during the past year. The noted accomplishments included development of the membership charter, establishment of unit assessment modules and assignment of validation teams with Budget and Planning committee, approval of new compliant AA degrees, and approval of basic skills matrices. Some of the future plans for the committee include establishment of unit assessment cycle for updates, revision of department reorganization procedure, Master Plan update and revitalization of the enrollment management task force.

Angela Echeverri inquired about unit assessment progress for other areas of the college such as Student Services. In response, Maury Pearl indicated that no major update has been done by Student Services, and the intent is to use the Academic unit assessment model and develop a plan of action for the Student Services. Jan Silver suggested regular meetings for all the Shared Governance committees to share and exchange ideas and further the progress of the various committees.

Angela Echeverri raised a concern that lack of progress on unit assessments by other units at the college could be an area of concern with the upcoming Accreditation visit. Alma Johnson-Hawkins noted that the momentum and energy of the EPC committee should be spread to the other committees and help them with the progress of their unit assessments.
3. **Faculty Hiring**
Alma Johnson-Hawkins indicated that the five pending positions have been approved and authorized by the college, but the district has not completed the approval process. President Valles has been informed of the situation and she indicated that she would like to move forward with posting of the positions.

4. **Unit Assessment**
Jan Silver announced that the validation teams have been identified and assigned. The deadline for the completion of the validations is May 9, 2008. EPC is scheduled to hold a meeting on May 12, 2008 to begin review of the validations.

5. **Student Learning Outcomes**
Pat Flood informed the committee that the SLO update has been completed, and shows major improvement college wide in establishing SLO’s and assessment tools. However, much work remains in completing assessments and implementing changes based on the assessment results.

6. **Accreditation**
The site visit is planned for April 22, 2008.

7. **Department Reorganization**
A meeting was planned on April 14, 2008 to review the 3 proposals submitted to the Senate. Two of the proposals for ESL were withdrawn before the meeting date. The remaining proposal for the Natural Sciences was discussed by email. A recommendation was voted on by EPC and forwarded to the Senate E-board. Alma Johnson-Hawkins noted that the department structure and organization for the college has been reviewed by President Valles, and some future reorganization through the entire college could result from this review. She further noted that consultation with EPC taskforce and the Senate will take place before any final decisions on such changes.

8. **Distance Education**
A report submitted by David Jordan was distributed for review by the committee.

9. **Basic Skills**
Tabled till next meeting.

10. **Other Business**
Jan Silver closed the meeting by welcoming Alma Johnson-Hawkins as the new V.P. of Academic Affairs. The committee members concurred.

**Next Meeting**-Monday, May 5, 2008, 1:30 p.m.

Meeting adjourned 3:15 p.m.

Minutes submitted by Said Pazirandeh