Members Present: Angela Echeverri, Pat Flood-Moreno, Georgia Estrada, Alma Johnson-Hawkins, Abdo Malki, Said Pazirandeh, Maury Pearl, Mark Pursley, Janice Silver.

Resource Members Present: Phoebe Rivera.

Members Absent: Louise Barbato, Michong Park, Edgardo Zayas

Minutes: The meeting was called to order at 1:36 P.M. by Co-Chair Janice Silver.

1. Approval of Minutes. A motion by Angela Echeverri to approve the minutes from April 21 and May 12 with minor corrections was seconded by Pat Flood and unanimously approved.

2. Co-Chair Commendation: Committee members Angela Echeverri and Pat Flood-Moreno presented gifts and a certificate of appreciation to co-chair Janice Silver expressing the deep appreciation of the entire committee for her hard work, leadership, and dedication to the EPC.

2. Faculty Hiring Prioritization. Vice-President Alma Johnson-Hawkins reported that the hiring process for five new faculty and a long term sub is moving forward. She recommended that the faculty hiring prioritization process begin again early in the fall with a careful review of the prioritization criteria. Angela Echeverri pointed out that the district needs to hire 24 faculty next year to meet the state’s mandated full-time to part-time ratio.

3. Student Learning Outcomes A subcommittee of the Student Learning Outcomes Committee has been meeting weekly to review the SLOs that have been submitted and to give feedback to those that have submitted outcomes. The areas we especially need to concentrate on now are (1) completion of course SLOs; (2) doing assessments and using the results to improve our courses; (3) developing program SLOs and a timetable for assessing them; and (4) beginning to assess our institutional SLOs (core competencies ). We are also working with CTE faculty to develop certificate and degree SLOs. Many new materials have been added to the SLO website at www.lamission.edu/slo, and three resource notebooks have been compiled for faculty use: a faculty SLOA Handbook, examples of SLOs from other schools, and a notebook of materials that have been submitted from each discipline. The last two notebooks are divided by department for easy reference. As part of our fall flex day activities, we will divide into departments and disciplines and work on our program SLOs. (Pat Flood-Moreno)
4. **Basic Skills Initiative- Expenditure Plan.** Phoebe Rivera distributed copies of the Basic Skills Expenditure Plan Template. Alma Johnson-Hawkins explained that the revised template reflects a 52% reduction of the taskforce’s original plan. Basic Skills funds from 2005-2006 and 2006-2007 (which was awarded before the development of the matrices) are subject to different regulations and guidelines and cannot be used to fund the projects described in the Basic Skills Matrices. Only the funds awarded for 2007-2008 can be used for these projects. The Basic Skills Taskforce has not yet met to discuss the revised expenditure plan. The plan was supposed to be submitted to the state by May 1st. The college has explained the delay in submitting the expenditure plan and is awaiting a reply from the state.

5. **Accreditation.** A team of three people revisited our school on Tuesday, April 22, for the purpose of validating our accreditation progress report submitted to the ACCJC on March 15. During the morning and early afternoon, the team members met with our new president, Judith Valles, and interviewed approximately ten people who had been especially involved in the activities that have moved our school forward during this past year. Four additional faculty members also were interviewed. After meeting with representatives of the school, they traveled to the District office and met with our former president, Ernie Moreno, the Chancellor, and other representatives of the District offices. The comments made were very positive and encouraging. They stated numerous times that they were impressed with the progress that we have made. This past week we received the written evaluation report from the accreditation team and the team members stated that we have met the requirements of the recommendations for all areas except for Recommendation #8: District Plan for Retiree Health Benefit Liability. They expressed concern about the increasing retiree health benefit costs as estimated employer contributions for 2008 cover only 54% of the estimated costs. They would like to see a more detailed plan about how the district will address these costs without “significantly negatively impacting the future financial health of the district.” (Pat Flood-Moreno)

6. **Educational Master Plan.** Co-Chairs Janice Silver and Alma Johnson-Hawkins met to consolidate the reports from the EPC subcommittees on updating the Educational Master Plan. They will send a draft of the updated Educational Master Plan to committee members for review. The updated EMP will be presented to the Board of Trustees on May 28.

7. **Program Viability.** Alma Johnson-Hawkins reports that the president is interested in the organization of academic departments. A task force composed of members of EPC and the Academic Senate E-Board will meet in the fall to discuss how to proceed with departmental reorganization.

8. **Block Grants.** Maury Pearl reported that the Budget and Planning Committee met to review Block Grant requests. After eliminating proposals that were
inappropriate or that could be funded in other ways, the committee was able to fund all Block Grant requests. Left over funds will be held in reserve.

9. **Degree works.** Curriculum Committee Chair Said Pazirandeh reported that the district has adopted the Degree Works program—an online resource for students that will display what courses they have taken and what courses they still need to complete to receive the certificate or degree they are seeking. In preparation, the campus is attempting to correct discrepancies between the catalogue and the DEC.

10. **Unit Assessment Validation.** Maury Pearl presented a summary sheet of the validation team reports on the unit assessments. There was much discussion about how best to proceed. A taskforce of the EPC will meet to identify four departments that seem most in need of review. The taskforce will develop criteria for identifying these departments. These criteria will include numerical criteria such as declines in enrollment and incomplete or inadequate responses to the UA. Chairs of those departments will be asked to meet with EPC to address these concerns. The taskforce will meet on June 2nd at 1:30 P.M.

**Next Meeting- TBA.**

*The meeting was adjourned at 3:40 P.M.*

Minutes submitted by Mark Pursley