Educational Planning Committee
Minutes
February 23, 2009
Campus Center 4
1:30p.m.-3:30p.m.

Members Present: Angela Echeverri, Georgia Estrada, Alma Johnson-Hawkins, Abdo Malki, Michong Park, Said Pazirandeh, Maury Pearl, Mark Pursley, Mike Reynolds, Jan Silver, Nadia Swerdlow

Resource Members Present:

Members Absent: Pat Flood

Resource Members Absent: Alfred Romulo, Sandy Thomsen

Guests Present: D'Art Phares

Call to Order: By Co-Chair Jan Silver at 1:37p.m.

1) Approval of Minutes Dec. 15th and Feb. 9th (5 min.)
   a) Approval of Dec. 15th 2008 minutes: MSC (Michong Park/Said Pazirandeh) to approve as amended
   b) Approval of Feb. 9th 2009 minutes: MSC (Mark Pursley/Said Pazirandeh) to approve as read

2) Task Force Reports: (50 min.)
   a) Faculty Hiring Prioritization (5 min.)
      i) Committee is still working on this; we may be hiring as many as 8 faculty members, but budget issues must be addressed.
   b) Program Review (10 min.)
      i) The Commendations/Recommendations proposed by Mark Pursley and Jan Silver for ESL and Math were approved
   c) Student Learning Outcomes (5 min.)
      i) No report
   d) Essential Skills Committee – Vote on Charter (10 min.)
      i) They have proposed a charter, but so far EPC sub-committees have not had charters.
      ii) ACTION ITEM: Alma Johnson-Hawkins will meet with members of the ESC and begin discussions of changes to the committee membership (in both size and particular makeup), the decision-making process, and approval of a formal charter. We will consider these at a future meeting, when we will invite representatives of the committee to attend.
   e) Accreditation (5 min.)
      i) The Follow-Up Report is being finalized and will be formally submitted in March.
   f) Educational Master Plan Update – (see #5)
   g) Program Viability – Departmental Reorganization (10 min.)
      i) The Departmental Reorganization Task Force has begun discussing this, but it is proving to be challenging. The process continues.
   h) Budget and Planning document proposal (5 min.)
      i) No report
   i) Distance Education (5 min.)
      i) Distance Ed is preparing a Program Review and requests a hearing before EPC
3) CTE Program Innovation Fund (10 min.)
   a) This is in progress, with the committee evaluating proposals

4) Enrollment Management Sub-Committee (10 min.)
   a) The committee has prepared a proposed membership list and areas of interest for investigation

5) Update Reviews: (15 min.)
   a) Educational Master Plan
      i) ACTION ITEM: Academic Affairs will look this over and report back in June
   b) Strategic Master Plan
      i) ACTION ITEM: Angela Echeverri, Mike Reynolds, and Maury Pearl will look this over and report back in April
   c) EPC Self-Evaluation
      i) ACTION ITEM: Jan Silver, Georgia Estrada, and Said Pazirandeh will look this over and report back in May

6) Committee/Subcommittee status and function clarification (5 min.)
   a) We will consider charters for committees, sub-committees, and task forces

7) Spring Meeting Calendar
   a) Agreed as proposed; note April's move to 2nd and 4th Mondays

Meeting Adjourned at 3:12 p.m.