Educational Planning Committee
Minutes
May 18, 2009
Campus Center 4
1:30p.m.-3:30p.m.

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

Resource Members Present: Alfred Romulo

Members Absent:

Resource Members Absent: Sandy Thomsen

Guests Present: D’Art Phares, Gary Prostak

Call to Order: By Co-Chair Jan Silver at 1:36 p.m.

1) Approval of Minutes of May 4, 2009
   a) MSU (Michong Park/Mark Pursley) to approve as read

2) Task Force Reports: (65 min.)
   a) Faculty Hiring Prioritization (5 min.)
      i) The administration has decided to replace retiring faculty and make additional hires in Family Consumer Studies and Theater/Cinema.
      ii) Discussion about the hiring process as a whole continues. There was also discussion about how to replace faculty who have been reassigned; this too continues.
   b) Program Review (25 min.)
      i) Reports to chairs – PACE, Learning Center, Library
         (1) The reports were approved with minor revisions.
      ii) Review of process (model and data collection)
         (1) Members are requested to bring suggestions for changes to our next business meeting.
      iii) Next cycle
         (1) EPC will spread future reviews out more evenly over the three-year cycle, starting in the 2009-2010 school year. We will also require brief annual updates from those units not completing a full review in that year.
         (2) ACTION ITEM: Jan Silver, Alma Johnson-Hawkins, and Maury Pearl will create a list of those units that will be expected to complete full reviews in 2009-2010
      iv) Addition of off-campus and online statistics and assessment
         (1) EPC is interested in revising the data collection for off-campus and online course offerings.
         (2) ACTION ITEM: Maury Pearl will provide a report for our next meeting that shows what data we currently collect regarding off-campus and online classes.
   c) Student Learning Outcomes (5 min.)
      i) The committee is working to increase assessments at the course and program level; these are progressing.
   d) Essential Skills Committee (5 min.)
      i) The second round of reviews of funding requests has been completed, and evaluation of those requests will proceed; Gary Prostak will report to EPC on the findings. The director’s position opening has been reposted.
e) Accreditation (5 min.)
   i) The evaluation team’s report was very favorable; no additional recommendations emerged. We await the decision of the commission and its official report.

f) Educational Master Plan Update – (review in progress – report in June)
   i) Tabled.

h) Budget and Planning (5 min.)
   i) Budget and Planning received a commendation from the accreditation evaluation team.
   ii) Regarding Etudes, there is discussion about dropping support for that platform; they are expecting a recommendation from Distance Education

i) Distance Education (5 min.)
   i) Distance Education is preparing its program review. It is currently discussing approval and evaluations of on-line classes, and will include all this in its program review next month

3) EPC Self –Evaluation (25 mins.)
   a) Membership updates, terms, appointments
      i) These decisions need to be made by July 1, and are under way.
   b) Sub-committee report (Said, Georgia, Jan)
      i) The sub-committee’s self-evaluation was submitted for consideration, listing the accomplishments, goals, & etc. for the past year. It was discussed and amended.

4) Strategic Enrollment Policy Report (5 min.)
   a) Tabled.

5) EPC Role in Program Review for Student Services and Admin. Services (10 min.)
   a) EPC role in these reviews is unclear; the question will be raised at the next Co-Chairs/Shared Governance Committee meeting.

Meeting Adjourned at 3:42 p.m.

Next month’s meetings scheduled for June 1 & 22

Minutes taken by D’Art Phares