Members Present:  Angela Echeverri, Alma Johnson-Hawkins, Abdo Malki, Said Pazirandeh, Maury Pearl, Mark Pursley, Jan Silver, Nadia Swerdlow

Resource Members Present:  Alfred Romulo

Members Absent:  Georgia Estrada, Pat Flood, Michong Park

Resource Members Absent:  Sandy Thomsen

Guests Present:  D’Art Phares, Gary Prostak

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

1) Approval of Minutes June 1st (5 min.)
   a) MSU (Mark Pursley/Said Pazirandeh) to approve as read

2) Task Force Reports: (65 min.)
   a) Faculty Hiring Prioritization (5 min.)
      i) Alma Johnson-Hawkins has been researching Faculty Hiring Prioritization Committee membership. Inclusion of the administration in the process will be discussed at the next College Council meeting
   b) Program Review (25 min.) –
      i) Reports to chairs – Distance Education, Chicano Studies
         (1) Commendations and Recommendations were discussed and approved with revisions.
      ii) Review of process (model and data collection)
         (1) Changes to the program review process and the reporting requirements were discussed.
      iii) Next cycle
         (1) The first departments to be reviewed during the 2009-2010 academic year were selected: these are Math/Computer Sciences/Engineering; Professional Studies; English; Business/Law; and Cooperative Education
      iv) Addition of off campus and online statistics and assessment
         (1) To be considered at our next meeting
   c) Student Learning Outcomes (5 min.)
      i) Tabled
   d) Essential Skills Committee (10 min.)
      i) The second round of requests for funds has been evaluated and prioritized. The Committee recommends approval of 4 of the requests for a total of $75,000. The Committee is working on developing a system that will monitor and evaluate the use of these funds as they are put into use. There was discussion of the needs of the Non-Credit program and its Basic Skills Funding.
ii) MSU (Angela Echeverri/Said Pazirandeh) to approve the Committee’s recommendations on funding

iii) **ACTION ITEM:** EPC will forward all the prioritized proposals for Basic Skills funding to Budget and Planning where it will be presented by Gary Prostak.

iv) **ACTION ITEM:** Jan Silver will forward the proposals and the Committee’s analyses to all EPC members.

v) **ACTION ITEM:** EPC recommends that Non-Credit be brought into the Program Review process, and that it be considered whether in the future these funds be provided through Program 100

e) Accreditation (5 min.)
   i) Tabled

f) Educational Master Plan Update – (report by Academic Affairs)
   i) For a variety of reasons (not least of which is that the EMP “expires” in 2010), Alma Johnson-Hawkins recommended that EPC begin to write a new EMP, one more fully integrated with other planning documents. We will begin discussion of this at our next meeting
   ii) Several important aspects of the new EMP were discussed, including institutionalizing and formalizing the development of new programs, integration with facilities development, and hiring needs

g) Program Viability – Departmental Reorganization (5 min.)
   i) Tabled

h) Budget and Planning (5 min.)
   i) Tabled
   ii) Distance Education (5 min.)
   i) Tabled

3) Strategic Enrollment Policy Report (5 min.)
   a) The committee did not meet since the last EPC meeting;

4) EPC Role in Program Review for Student Services and Admin. Services (10 min.)
   a) This was discussed at the last Shared Governance Task Force (Co-Chair’s) Meeting but no resolution was attained. The discussion will continue at their next meeting and at our next meeting

5) Year end “culmination”! Location TBA

6) Our next meeting will be scheduled for Wed. July 1 at 1:30pm. This meeting will be focused on the evaluation and revision of the Academic Program Review tool. Our current version, as well as an updated version from West L.A. College will be reviewed. Recommendations will be made for revisions, additions, and updates based on our first year’s experience.

**Adjourned 3:44 pm**

Minutes taken by D’Art Phares