Educational Planning Committee
Minutes
November 16, 2009
Campus Center 4
1:30p.m. - 3:30p.m.

Members Present:  Angela Echeverri, Maria Fenyes, Pat Flood, Said Pazirandeh, Maury Pearl, Mark Pursley, Jan Silver, Nadia Swerdlow

Resource Members Present:  Alfred Romulo

Members Absent:  Georgia Estrada, Alma Johnson-Hawkins, Jose Maldonado

Resource Members Absent:  Sandy Thomsen

Guests Present:  Madeline Hernandez, Trevina Jefferson, D’Art Phares, Gary Prostak, Dennis Solares

Call to Order:  By Co-Chair Jan Silver at 1:49 p.m.

1) Approval of Minutes November 2nd (5 min.)
   a) MSU (Mark Pursley/Said Pazirandeh) to approve as read

2) EPC congratulated Said Pazirandeh on the birth of his daughter Emma.  Trevina Jefferson, an intern with Academic Affairs was introduced.

3) Reports:  (50 min.)
   a) Faculty Hiring Prioritization ( )
      i) Gary Prostak reported that this year’s prioritization is proceeding
   b) Program Review (progress on comprehensive, update and non-instructional forms) (5 min.)
      i) Emails went out to department chairs explaining the new online process for all reviews.  Maury is working on connecting the information gained through updates with the budgeting process, but the updates probably won’t be ready in time to figure into this year’s process.  There was discussion about incorporating curriculum information into the reviews; Maury Pearl with discuss this with Nadia Swerdlow.
   c) Student Learning Outcomes (5 min.)
      i) Pat attended the Research and Planning Group Strengthening Student Success and Learning from Assessment conference, October 7-9, in San Francisco along with several others from our campus.  On Friday, Oct. 16, Pat and Deborah and 10 others from Mission College attended a District Program Assessment Workshop at Pierce College.  Pat and Deborah have met over the past month with all the department chairs to discuss their SLO and assessment progress and their timelines for meeting the 2012 deadline.  Almost all active courses now have SLOs and defined assessments.
   d) Essential Skills Committee (5 min.)
i) No report from the Committee. Angela Echeverri pointed out changes at the state level in T.O.P. Codes that are designed to standardize Basic Skills Education.

e) Accreditation (including role of EPC in midterm report) (5 min.)
   i) The Midterm Report will soon be presented to various committees.

f) Educational Master Plan Update (10 min.)
   i) Many have already signed up for one of the three committees. Nadia suggested a retreat to allow the committees to meet together and define our overall goals, and begin to structure their separate projects. Alfred Romulo suggested one question we should consider is, “What sets Mission college apart from the other LACCD schools?” Maria Fenyes suggested we create an online discussion board to allow people to share their ideas prior to the retreat. EPC’s Dec. 7 meeting will be devoted to solidifying our plans.

g) Program Viability (5 min.)
   i) Tabled

h) Budget and Planning ( )
   i) No report
   i) Distance Education (5 min.)
   i) They are meeting this coming week on the substantial change to our online platforms.

j) Curriculum (5 min.)
   i) The committee is attending ECD training this week, and can then provide that training to the rest of the campus. Nadia Swerdlow noted that new state rules will bar the transfer of any degrees which include credit for any courses with expired CORs. We will discuss this during our Dec. 14 meeting.

k) Strategic Enrollment Management (5 min.)
   i) No report

4) Report on non-credit program (10 min.)
   a) Alfred Romulo and Dennis Solares reported on the dramatic growth of the non-credit program over the last 3 years. The program changed in several important ways: it has moved on-campus, begun a process of regular instructor evaluations, started to address curriculum updates, and worked to more directly connect to and work with credit programs. Non-credit is seeking support from EPC.

5) Counseling policies: CLEP credit and International Baccalaureate Credit (10 min.)
   a) Madelline Hernandez reported again on the proposed clarifications regarded credit awarded from the above sources for Mission AA degrees. She requested feedback from the committee after members have had a chance to look over the proposed rules.

Adjourned 3:33 pm

Minutes taken by D’Art Phares