Ministers:

December 7, 2009
Campus Center 4
1:30 p.m. - 3:30 p.m.

Members Present: Angela Echeverri, Maria Fenyes, Pat Flood, Alma Johnson-Hawkins, Jose Maldonado, Maury Pearl, Mark Pursley, Jan Silver, Nadia Swerdlow

Resource Members Present:

Members Absent: Georgia Estrada, Said Pazirandeh

Resource Members Absent: Alfred Romulo, Sandy Thomsen

Guests Present: Carole Akl, Roza Ekimyan, Trevina Jefferson, David Jordan, Paul McKenna, D’Art Phares, Gary Prostak

Call to Order: By Co-Chair Jan Silver at 1:35 p.m.

1) Approval of Minutes November 16 (5 min.)
   a) MSU (Angela Echeverri/Maury Pearl) to approve as amended
2) Distance Ed Report (substantive change report)– Paul McKenna (15 min.)
   a) McKenna presented a history of online classes offered at Mission, and a discussion of some future plans. He then discussed the fact that most general education requirements are available online, and that several disciplines offer all or most of the courses required for majors in those fields online. This requires us to file a Substantive Change for accreditation. This in turn requires planning to establish the resources necessary to support the online-student population. Distance Education will continue to keep EPC advised.
   b) ACTION ITEM: EPC will consider this at a future meeting, and the issue will be carried to College Council as well.
3) Essential Skills Committee – proposed revision to two approved grants (5 min.)
   a) Gary Prostak reports that there were minor amendments to previously-approved Math and DevCom Essential Skills programs.
   b) MSU (Pat Flood/Jose Maldonado) to approve the amendments.
4) Educational Master Plan – plan development and direction (75 min)
   a) Gary Prostak and D’Art Phares will co-chair the overall project.
   b) ACTION ITEM: The retreat will be scheduled for February 12th from 9:00am to 12:00
   c) ACTION ITEM: Prostak and Phares will get word this week via email to all faculty announcing the retreat and inviting participation in the project.
   d) ACTION ITEM: Alma Johnson-Hawkins, Jan Silver, Gary Prostak and D’Art Phares will, in the next week, select Facilitators for each of the Educational Master Plan sub-committees; Facilitators will organize the
initial retreat meeting agendas and provide participants a few guiding questions prior to the retreat.
e) Jose Maldonado, Stephanie Atkinson-Alston, and Roza Ekimyan are interested in working to gather student input.

5) Additions to December 14th agenda
   a) none

**Adjourned 3:12 pm**

Minutes taken by D'Art Phares