Call to Order: By Co-Chair Jan Silver at 1:33 p.m.

1. Approval of Minutes April 4th (5 min.)
   a. MSU (Said Pazirandeh/Mark Pursley, Madeline Hernandez abstaining) to approve as read
2. Reports: (100 min.)
   a. Faculty Hiring Prioritization (5 min.)
      i. Gary Prostak reported that the committee continues to analyze the prioritization process. Alma Johnson-Hawkins reported that the college’s FON may force it to seek new hires this year, but that any decision awaits the arrival of Pres. Perez and final budget decisions.
   b. Program Review (20 min.)
      i. Life Sciences Commendations and Recommendations
         1. Commendations/Recommendations for Life Sciences were discussed and approved.
      ii. Child Development External Review
         1. Said Pazirandeh and Nadia Swerdlow will forward their review to all members later this week.
   c. Student Learning Outcomes (5 min.)
      i. All 15 Academic department Student Learning Outcome and Assessment Excel spreadsheets have been updated, and active courses (based on the 2010-2011 College Catalog) as well as inactive courses (based on the Fall and Spring Schedule and consultation with department chairs) have been indicated. Of the 553 courses listed in the College Catalog, 92% have SLOs and defined assessments (98% of all 453 active courses); 63% have been assessed (74% of active courses); 47% have completed
changes or modified curriculum as a result of the assessments (55% of active courses).

ii. All 12 Student Service areas have defined Service Area Outcomes and plans for assessment; 7 of the 12, or 58%, have done some formal assessment; and 5 areas, 42%, have made some changes as a result of their assessments. All 12 divisions are planning assessments for this spring. Less formal assessments are done on a regular basis.

iii. In addition, the 8 Administrative Service areas now have clearly defined SAOs and assessment plans including the Bookstore, Budget Office, Business Office, Master Calendar, Personnel/Payroll, Plant Facilities, Purchasing/Contracts, and Reprographics/Mailroom, and they all are working on an assessment for this year.

iv. The District SLO Symposium is on Friday, May 6, from 10 a.m. – 2:00 p.m. at Trade Tech. Bob Pacheco from Barstow College will be moderating a panel of experts who will be addressing the question of “How do we meet SLO proficiency by Fall of 2012?” Following the panel discussion, there will be poster sessions. We would like each department to send a representative to do a poster presentation about an SLO assessment they have done. Presenters will receive triple flex credit.

d. Essential Skills Committee (5 min.)

i. The Committee is working with Academic Affairs and the Senate to address the budgetary issues facing them and the school. It is also working with Title 5 and the LRC to implement an online reading-instruction program that has shown to produce rapid improvement in reading skills. This and tutoring decisions await announcements from the district on next year’s funding.

e. Accreditation (5 min.)

i. Interviews were conducted for Accreditation co-chairs; decisions come this week.

f. Educational Master Plan Finalization and Posting Update (5 min.)

i. Work continues on formatting the document for final publication; estimated completion in 3 weeks. Once that is completed, a website for all planning documents will be created.

g. Program Viability (5 min.)

i. No report.

h. Budget and Planning (5 min.)

i. The Committee plans to recommend no summer school to College Council, and continues to work on a comprehensive plan to balance the budget that does not include layoffs or furloughs.

i. Distance Education (5 min.) - Program review suggestions

i. The committee is evaluating all Fall online shells by May 15, intending to recommend that those failing to meet standards be withdrawn from the Fall schedule.
j. Curriculum (5 min.)
   i. The district Curriculum Committee is working to develop a timeline for course offerings.

k. Strategic Enrollment Management (30 min.)
   i. Alma Johnson-Hawkins presented a summary of the SEM Plan 2010-2015 and asked for feedback from EPC. Important elements of the plan include recruitment, retention, and success.
   ii. **ACTION ITEM:** Copies of the draft Plan will be sent to all EPC members for perusal and feedback. Feedback should be sent to Alma by April 29th.

3. Summer School 2011 (5 min.)
   a. EPC and the Senate will propose 60 units of basic skills courses over the summer. Alma Johnson-Hawkins requested that any members with data to support the argument that it’s vital to offer such courses year round forward that data to her.

4. SGTF Recommendations to EPC: relationship of EPC to Academic Senate (30 mins.)
   a. At Pierce, EPC is a subcommittee of the Senate, and is not a standing committee. At East, it is not a subcommittee of the Senate, but is a “subcommittee of shared governance.” There was discussion of EPC’s role and a desire to clarify the relationship between the two bodies. EPC will continue to consider this issue. EPC discussed the “10+1” areas of authority for the Academic Senate under Title 5 regulations.

*Adjourned 3:28 pm*

Minutes taken by D'Art Phares