COMMITTEE: EDUCATIONAL PLANNING

Date of Meeting: 3-10-14  
Location: CAI Conf. Rm.  
Time: 1:30pm - 3:30pm


Voting Members Absent: Sarah Master, Robert Smazenka

Resource Members Present: Said Pazirandeh

Resource Members Absent: Pat Flood

1. Reconsideration of Minutes of December 2, 2013
   a. MSU (Allen/Brinkman) to amend the approved minutes.

2. Approval of Minutes of January 24, 2014
   a. The minutes were approved as amended

3. Call for new items (5 min)
   a. Posting the prioritized budget request list prepared by Academic Affairs
      i. EPC discuss whether this would make the process more transparent. It was agreed that EPC would post the prioritized list on its website once the list is finalized.

4. Review of outstanding action items (5 min)
   a. Viability Process Task Force: Hernandez reported that the task force had, in consultation with the Senate and Academic Affairs, nearly completed the rewrite. It is expected to be complete for the business meeting in April.
   b. Amendments to membership rules for EPC: Phares will bring the changes approved by SGOC up for notice at the next College Council meeting.

5. Addressing EPC’s membership difficulties (25 min)
   a. There was further discussion about how to deal with the membership shortage. EPC considered making the assignment slots given to Math, English, Department Chairs & etc. preferences rather than mandates. It discussed allowing/encouraging adjuncts to sit on the committee. It considered reducing EPC’s workload. None of these proposals was favored by the membership. EPC will work to find willing members from among the full-time faculty.

6. English Comprehensive Review
   a. Pazirandeh and Jordan presented their review of the comprehensive program review report prepared by the English/Journalism/Speech Dept. EPC agreed that if and only if EPC felt that sections of a report required further clarification, the chair would be notified prior to the meeting. In other cases, the chair would receive feedback on the program review reports along with recommendations and commendations after meeting with EPC.

7. Review of last year’s self-evaluation (15 min)
   a. EPC discussed last year’s self-evaluation, and concluded that all goals were either being met or in the process of being met.

8. Allen proposed, and the committee agreed, to commend Madelline Hernandez for her outstanding work in completing the Accreditation Follow-Up Report.

9. Meeting adjourned: 3:38pm
Next meeting March 24, 2014.

Minutes – D. Phares