Educational Planning Committee
Minutes
September 17, 2012
Campus Center 4
1:30p.m. - 3:30p.m.

Members Present: Carole Akl, Mark Hobbs, David Jordan, D’Art Phares, Gary Prostak, Veronica Cox, Mike Reynolds, Marie Zaiens

Members Absent: Nadia Swerdlow, Madelline Hernandez, Jose Maldonado, Mari Rettke

Resource Members Present: Stephanie Atkinson-Alston, Sandy Thomsen

Resource Members Absent: Pat Flood, Said Pazirandeh,

Guests Present: none

Call to Order: By Co-Chair D’Art Phares at 1:36 p.m.

1) Approval of the June 4, 2012 Minutes approved: Reynolds/Jordan unanimous

2) New Items

Minutes – taking of minutes will rotate among committee members

ILO’s – discussion of the current ILO’s and their assessment

- Maybe the Curriculum Committee should be involved
- How to define the population to be assessed? 60 units?? AA degree
- Just testing over and over is not good
- Must do it for accreditation purposes
- Are not the ILO’s reflected in the SLO’s? Why re-invent the wheel?
- Do we really have to assess all of the ILO’s this year?
- Maybe we could do just 3 or 4 ILO assessment this academic year
- Perhaps we can map: SLO’s to PLO’s to ILO’s
- Should address ILO’s from “top down” rather than bottom up
- Cox will be sitting in the ILO meeting at 4:00 PM – will ask questions and respond at the next meeting

Program Review – do we need to make changes to the “13 screens”

- The 13 screens to not give the Chairs and the Committee much clarity
- Suggestion: narrow down to “what are the results of the recommendations?” and what changes have occurred in the past year?”
- Need to link Program Reviews to Budget and Planning
- The current practices are not sustainable
• To some members the “13 screens” are still OK
• Perhaps this needs to be addressed in our examination of the Charter
• Perhaps we can create “Physical Exam” page(s) to simplify
• Condense the screens to a 1-2 page summary for easy reading
• Committee to discuss with Hahn Tran a possible “Physical Exam” sheet
• Most Chairs will agree to continue with the 13 screen procedure
• Prostak to raise the idea at the next Council of Instruction

3) Old Items

• Report from Essential Skills (Atkinson-Alston)
• $60,000 to be used by June
• Additional $90,000 must be used by 2014
• Distict EC committee meeting is next week

4) Accreditation Standard II.A. – How do we collect information?

• Modes and Methods: LRC, online DE, DSP&S, smart classrooms
• Department Exams – Math (Akl) and Biology (Steve Brown)
• Credit Classes based on SLO’s – to examine past report and see changes
• General Education – Counseling (M. Hernandez) and past report
• CTE Standards - ?????
• Published Information – Academic Affairs and Student Services
• Program Viability – to check latest version and report back to committee
• Academic Honesty – new form; check if online; ad hoc committee charged with re-examining the process (Johnson-Hawkins, Swerdlow, Pazirandeh, M. Hernandez); perhaps if new policy is drafted by March, include in the self-study.

Adjourned 3:35 pm

Minutes taken by D’Art Phares