**Mission Statement**

*With a "students first" philosophy, Moorpark College empowers its diverse community of learners to complete their goals for academic transfer, basic skills, and career technical education. Moorpark College integrates instruction and student services, collaborates with industry and educational partners, and promotes a global perspective.*

**EdCAP Committee Charter**

*The Education Committee on Accreditation and Planning makes recommendations on college-wide planning and accreditation issues related to educational programs and services.*

*The planning component under the purview of EdCAP includes:*

* *Program Plans: Evaluate the program planning process and recommend modifications as needed*
* *Educational Master Plan: Define the format of the Educational Master Plan, establishing and monitoring the timeline, and recommend approval of the final document*

*The accreditation component under the purview of EdCAP includes:*

* *Monitoring and reviewing the preparation of the Self-Evaluation reports required by ACCJC*
* *Monitoring/evaluating/documenting progress on self-evaluation plans developed by the college as well as recommendations from the ACCJC*

**Goals for 2018-19:**

**TBD**

Goals for 2017-18: (1) Continue to review the institutional effectiveness goals; (2)Establish and record a process for setting the annual institutional effectiveness goals; (3) Continue to review the program planning process and get feedback on the changes to TracDat

**Membership / Attendance**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Position** | **Name** | **Present** |  | **Position** | **Name** | **Present** |  | **Position** | **Name** | **Present** |
| Co-Chairs | Jennifer Kalfsbeek-Goetz | x | Associated Students Rep |  |  | Media Arts & Comm Studies | Rolland Petrello | x |
| Nathan Bowen | x | ACCESS | Silva Arzunyan | x | Physics/Ast/Engn | Erik Reese | x |
| VP Academic Affairs\* | Julius Sokenu | x | Animal Sci/EATM | Cynthia Stringfield |  | Social Sciences | Lee Ballestero | x |
| VP Business Services\* | Silvia Barajas |  | Athletics | Remy McCarthy | x | World Languages/Library | Jerry Mansfield | x |
| VP of Student Support\* | Amanuel Gebru | x | Behavioral Sci | Dani Vieira | x | Health Center | Sharon Manakas | x |
| Academic Senate Pres. | Nenagh Brown | x | Business | Reet Sumal | x | Student Activities | Kristen Robinson | x |
| Dean | Oleg Bespalov | x | Chemistry/Earth Sci | Rob Keil | x | Student Success | Jesus Vega |  |
| Dean | Howard Davis | x | Child Dev | Cindy Sheaks-Mcgown |  |  |  |  |
| Dean | Carol Higashida | x | Counseling | Traci Allen | x |  |  |  |
| Dean | Jane Morgan | x | English/ESL | Sydney Sims | x | **Guests** |  |  |
| Dean | Lisa Putnam |  | Fine/Perf Arts | John Loprieno | x |  |
| Dean | Mary Rees | x | Health Sciences | Christina Lee | x |
| Dean | Karen Rothstein | x | Life Science | Audrey Chen | X |
| M&O Representative | John Sinutko |  | Mathematics | Phil Abramoff | x |

\* Ex-offcio, non-voting member

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| **Today’s Handouts** |
| Goals |

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| **AGENDA ITEM** | **DISCUSSION NOTES** | **ACTION** |
| **CALL TO ORDER AND READING OF MINUTES** |  |  |
| Call to order; Public commentsApproval of minutes: August 28, 2018 | Minutes passed. |  |
| **NEW BUSINESS** |  |  |
| 1. Mission, vision, values of College
2. 2018-19 Goals and 2018 evaluations
3. EdCAP Committee Charter
4. Education Master Plan
 | 1. Mission would not change; values and vision statement will be informed by the Ed Master PlanAB 705 taken Basic Skills out of our missionMost up to date version is in the catalog.

1. Goals suggestions:
	1. Midterm Report – start it
	2. Make improvements to Program Planning platform and interface
	3. Assessment of modifications to the Program Planning process
	4. Generate process or foster environment for cross-disciplinary program plan discussions; take it to next level
	5. Integrated Planning – address IEPI planning suggestions (or address integrated planning issues as outlined in the QFE and recommendations)
		1. Look for opportunities to strengthen the connection between planning & resources
	6. Better education for members of EdCAP about charter (add measurable objectives)
	7. Make recommendations for integrated planning models (is QFE action item #2 charged to EdCAP?)
2. Questions among committee about whether the charter should remain narrowly focused or expand in scope. Is EdCAP supposed to take charge of QFE #2, for instance? Does the committee need to morph to meet this need? Accreditation process has changed over time though EdCAP has largely remained the same.Comment: We need the college president to charge a group to work on QFE, and that we evaluate and assess? I don’t see that this is our role. What are we taking on for QFE?
3. We need to find a time to have the ‘next step’ conversation about Ed Master Plan, with invite going to the other CAP committees, especially including Classified in this conversation.
 | Work to clean up any discrepanciesNeed further discussion before ratifying these goals, as some proposals are transformative |
| **PREVIOUS BUSINESS** |  |  |
| 1. Strategic Plan feedback
2. Program Planning Comparison Meetings
3. Program Planning feedback
4. Calendar Compilation of Key Dates and Cycles
 |  | Strategic workplan approved unanimously, for recommendation to Academic Senate |
| **ANNOUNCEMENTS** |  |  |
|  |  |  |
| **NEXT MEETINGS (Items)** |  |  |
| 1. ACCJC Midterm Report
2. QFE
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| **Adjournment** |  |  |