

Committee on Accreditation and Planning - Education

*Responsible to plan, monitor and evaluate the college-wide educational master planning process:
Annual Program Planning ~ Educational Master Plan ~ Accreditation Self-Study Process Implementation*

Minutes April 28, 2015 2:30 PM – 4:00 PM, CCCR

Campus Community						
Position	Name	Present	Coord. & Dept. Chairs	Name	Present	Guests
2014-2015 Ed CAP Co-Chairs	Kim Hoffmans	X	ACCESS	Sherry D'Attile		<i>Please sign in:</i>
	Lee Ballestero	X	Music/Dance	Robert Salas		
Exec Vice Pres	Lori Bennett	X	Theatre/Comm Studies	Jill McCall		
Acad Senate Rep	Nenagh Brown	X	Counseling	Lydia Basmajian	X	
M&O Rep	John Sinutko		EOPS	Herbert English	X	
Assoc Students Rep	Christine Anderson		Student Activities	Sharon Miller		
Student Service Council Reps. (2)			Student Health Ctr Coordinator	Sharon Manakas	X	
Dean	Pat Ewins	X	Accounting / Business	Reet Sumal	X	
Dean	Amanuel Gebru	X	English/Humanities	Sydney Sims	X	
Dean	Kim Hoffmans	X	World Languages/ESL	Helga Winkler		
Dean	Inajane Nicklas		Library Services	Faten Habib	X	
Dean	Lisa Putnam	X	Kinesiology/Health Ed	Remy McCarthy	X	
Dean	Julius Sokenu	X				
Institutional Researcher	Vacant		CIS/CNSE	Vacant		
			Visual and Applied Arts	Lydia Etman	X	
			EATM/Animal Sciences	Cynthia Stringfield	X	
			Life Sciences	Norm Marten	X	
			Health Sciences Coordinator	Carol Higashida	X	
			Chemistry/Earth Science	Rob Keil	X	
			Mathematics	Chris Cole	X	
			Physics/Astronomy/Engineering/ CS	Ron Wallingford	X	
			Behavioral Science	Dan Vieira	X	
			Child Development Center	Bonnie Baruch		
			Social Sciences	Jack Miller		
			Guest	Jesus Vega - Outreach	X	
			Guest	Mary Rees - Academic Senate	X	
			Guest	Andrew Kinkella - Anthropology	X	

TODAY'S HANDOUTS	Meeting Calendar 14 - 15 4 th Tuesday 2:30 in CCCR	Topic	Meeting Calendar 14 - 15 4 th Tuesday 2:30 in CCCR	Topic
	Aug. 26, 2014	TracDat training	Jan. 27, 2015	Evaluation of Program Plan
Minutes, Goals, Timeline	Sept. 23, 2014	Validation of gap analysis	Feb. 24, 2015	Continue workgroups
	Oct. 28, 2014	Update on revised standards	Mar. 24, 2015	Continue workgroups
	Nov. 25, 2014	Educational Master Plan	Apr. 28, 2015	Finish all evidence gathering

AGENDA

1. Welcome Committee Members – Please sign in. Any new members please see the co-chairs so your name can be added to the list. Welcome to Luis Sanchez, President. Introductions of members present.
2. Review of Minutes for March. 24, 2015
 - Discussion: to approve minutes as amended. Motion: Moved by Dan Vieira and seconded by Ron Wallingford. The minutes were approved unanimously, with Lisa Putnam, Pat Ewins, Reet Sumal, Cynthia Stringfield, and Lori Bennett abstaining.
3. Discussion of program plan requests-F/TCAP (Michael Walegur)
FCAP/TCAP have been combined for two years. Thank you to Julius for an outstanding job with the technology workgroup (TRAWG). Workgroups meet and give suggestions to committee for approval. Julius outlined process that requests go through (Administration, Business Services, Planning). Some issues with the dissemination of information, including what the status of each request is, on the website, was discussed.
 - Reminder: Program Plans due Sept. 15th
4. Review this year's goals
 - Handout
Goals were discussed and minor changes were made.
5. Discuss goals for next year
6. Flash drives
7. Questions/comments/concerns

Mary Rees was present and spoke regarding the push for institutional effectiveness. Many initiatives, based on Senate bills, have been passed and are driving policy changes at Community Colleges. One such legislation, regarding accreditation, was passed with the intent of providing help to Community Colleges, to identify need and make changes. The bill may provide up to \$150,000 to address need, and will provide for peer visits to help identify and solve problems. The bill uses indicators to determine potential issues. The four primary indicators for this year are: Fiscal, Completion rates, Objectives, and Accreditation. The first four goals are due in June. Next year's list will be broader, including 18 goals. EdCAP was asked to develop a strategy to set goals. This involves providing a basic process and timeline, but not gathering evidence. The committee will provide recommendations to other campus committees/groups.

5. Meeting adjourned at 3:30 pm.