

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 September 22, 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	Lisa Putnam	X	ACCESS	Sherry D'Attile	X	
	Howard Davis	X	Music/Dance	Robert Salas/Nathan Bowen	NB	
Exec Vice Pres	Lori Bennett	X	Theatre/Comm Studies	Jill McCall/John Loprieno	JL	
Acad Senate Rep	Nenagh Brown		Counseling	Trulie Thompson		
M&O Rep	John Sinutko		EOPS			
Assoc Students Rep	Larry Kelley		Student Activities	Sharon Miller		
Student Service Council Reps. (2)	Lawrence	X	Student Health Ctr Coordinator	Sharon Manakas	X	
			Accounting / Business	Reet Sumal	X	
Dean	Pat Ewins	X	English/Humanities	Sydney Sims	X	
Dean	Amanuel Gebru	X	World Languages/ESL/Library	Helga Winkler	X	
Dean	Norm Marten	X	Kinesiology/Health Ed	Remy McCarthy	X	
Dean	Inajane Nicklas	X	Visual and Applied Arts	Lydia Etman	X	
Dean	Jennifer Goetz	X	EATM	Cynthia Stringfield	X	
Dean	Julius Sokenu	X	Life Sciences	Andrew Kinkella	X	
Institutional Researcher			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			
			Social Sciences	Lee Ballesterio	X	
			Guest	Jesus Vega - Outreach	X	
			Guest	Mary Rees - Academic Senate	X	

TODAY'S HANDOUTS	Future Fall Meetings and Topics		Future Spring Meetings and Topics	
April 28, 2015 Minutes for Review	8/25	Goal Setting & QFE	1/26	
EdCAP Charter	9/22	Review Draft of Accreditation Self Evaluation	2/23	Evaluate Program Planning Process
EdCAP 2014-15 Accomplishments	10/27	Review Draft of Accreditation Self Evaluation (continued)	no meeting in March	
EdCAP Goals for 2015-16 DRAFT	11/24	Final Read of Accreditation Self Evaluation	4/26	

AGENDA

Item #	Agenda Item	Discussion Notes	Lead By	Action / Next Steps
1	August 25, 2015 meeting minutes for review and acceptance	None	Howard Davis & Lisa Putnam	Motion: S. Sims/2 nd : S. Manakas. Unanimously approved.
2a	College Mission	<ul style="list-style-type: none"> • Described process to update the College's Mission Statement. The purpose of a Mission Statement is to explain why the organization exists and that the Vision Statement is one that is measurable. In educational organizations we must also describe who our students are and define our service area. We must use the guidelines defined in the ACCJC Accreditation Standards. • Concern raised about the length of the Mission Statement, although it is considerably shorter than the previous one. A. Kinkella suggested a much shorter, 2-sentence option; this suggestion was handed to Executive Vice President, Dr. Lori Bennett. • A question was raised in regards to where Basic Skills fits in to our Mission. We play a critical role in Basic Skills Math and Basic Skills English, but we are also cognizant of how we must only offer classes that are 1-level below college transfer. • A request was made to clarify the meaning of "Innovative integration" –our Student Learning model is a different model than those found at other colleges. • The group liked the phrase "global learners". We do not want to restrict our definition of our community, as it will limit what we might be able to do in the future. We need to keep ourselves open for growth and innovation. 	Dr. Julius Sokenu	Program leads will be taking the proposed Mission Statement back to their programs for additional input. Next Step: Both the College Mission and the College Values will be reviewed by the Academic Senate (2 nd reading) on Tuesday, September 29, 2015. They will then be finalized and approved by the campus at the Annual Fall Fling/Strategic Planning Retreat.
2b	College Values	<p>The committee reviewed each of the items that are listed on the proposed College Values.</p> <ul style="list-style-type: none"> • The College Values should describe the essence of what we do at Moorpark College. • Creativity is highly valued in United States Education; we should definitely keep this in our Values Statement. • Integrity should be added. • "Using technology" in the Innovation line seems old fashioned. • Is Creativity the same as Innovation? Can we combine these in some way? • Trust and Integrity might be able to be folded together (also, "Trust" is another old fashioned word; "collegiality" might be a better word). • Citizenship and Responsibility – do these overlap? Can we combine these? • Quality – seems administrative-centric rather than student-centric. Add students to this. Use the word "academics" as opposed to "instruction". 	Dr. Julius Sokenu	Next Step: Both the College Mission and the College Values will be reviewed by the Academic Senate (2 nd reading) on Tuesday, September 29, 2015. They will then be finalized and approved by the campus at the Annual Fall Fling/Strategic Planning Retreat.

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3	Three-Year Strategic Plan	We are in our third year of our current 3-Year Strategic Plan. At the Fall Fling/Strategic Planning Retreat we will begin discussion on our next 3-Year Strategic Plan. Our Quality Focused Essay (ACCJC Self Evaluation component) will blend into our 3-Year Strategic Plan.		Fall Fling Discussion
4	First read: Draft of Accreditation Self Evaluation, Standards I, IIB and IIC	<p>Sections of Standard I and Standard IIB and IIC were distributed to small groups for review and feedback.</p> <ul style="list-style-type: none"> • Standard IA: Will need a bit of editing since we have just updated our Mission Statement. Suggestions were written down and given to our Self Evaluation Editor, Dr. Lee Ballistero. • Standard IB: written well. Need to remember to address disaggregated data. • Standard IC: reads well, flows well. • Standard IIB: Needs more input; there are still quite a few gaps in information; the discussion of our feedback step in our processes seems vague. • Standard IIC: Corrections are needed, but it reads well. Suggestions will be given to Dr. Ballistero once the Librarians are able to review it further with their Dean. 		Will read additional sections at our next meeting.
	Adjourn: 4pm			