



EdCAP Committee Minutes 2:30-4pm, February 28, 2017

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 2016-17:

(1) Review updated District Strategic Plan and College Strategic Plan; (2) Continue monitoring accreditation site visit; review visiting team's report; (3) Examine and monitor ongoing progress in QFE Action Plans; (4) Establish process for monitoring institutional effectiveness goals.

Membership / Attendance

Position	Name	Present	Position	Name	Present	Position	Name	Present
Co-Chairs	Lisa Putnam	X	ACCESS	Silva Arzunyan	X	Math	Christine Cole	X
	Lee Ballesterero	X	Animal Sci/EATM	B. Woodhouse/C. Stringfield		Music/Dance	Brandon Elliott	X
Executive Vice President*	Julius Sokenu		Athletics			Physics/Ast/Engn	Ron Wallingford	X
VP Business Services*	Silvia Barajas	X	Business	Reet Sumal	X	Social Science		
VP of Academic Senate*	Nathan Bowen	X	Behavioral Sci	Danielle Vieira	X	Student Activities	Sharon Miller	X
Dean	Howard Davis		Chemistry/Earth Sci	Rob Keil	X	Student Success	Jesus Vega	X
Dean	Amanuel Gebru		Child Dev	Cindy Sheaks-McGown	X	ThA/Comm/FTVM		
Dean	Jennifer Goetz	X	Counseling	Trulie Thompson		Visual & Applied Arts	Erika Lizée	X
Dean	Helga Winkler	X	English/ESL	Sydney Sims	X	World Languages		
Dean	Norm Marten	X	Health Science	Carol Higashida	X	Guests		
Dean	Jane Morgan		Health Center	Sharon Manakas	X	Nenagh Brown		
Dean	Mary Rees	X	Kinesiology/HED	Remy McCarthy	X			
M&O Representative	John Sinutko		Life Science	Andrew Kinkella				
Associated Students Rep	Mersedeh Kolyaei		Library	Faten Habib/Danielle Kaprelian	X			

* Ex-officio, non-voting member

Today's Handouts

Commission's Letter to Moorpark College
DRAFT 2017 IEPI and Institution-Set Standards

AGENDA ITEM	DISCUSSION NOTES	ACTION
CALL TO ORDER AND READING OF MINUTES		
1. Call to order; Public comments 2. Approval of minutes: January 2017	Public Comments: <ul style="list-style-type: none"> • Football team achieved a 3.05 GPA • Mary Rees-received money for Strong Workforce (about \$400,000) • Vice Chancellor is coming to the Senate to talk about the purchase of the Daily Drive property 	Moved-Sydney, Dani Approved with abstentions: Jennifer, Remy, Reet
PREVIOUS BUSINESS		
A. ACCJC Commission Actions – January Meeting & Report B. Review Progress Toward: <ul style="list-style-type: none"> • Institution-Set Standards (ACCJC Annual Report) Discuss Goal for Career Certificate Achievement • Institutional Effectiveness Indicators (CCCCO Report) C. EdCAP Charter and Committee Representation (Report on Review of Other Colleges’ Planning Committee Charters)	A. We were reaffirmed for 18 months and will then have a follow-up visit for the one District compliance issue. It is not clear if they will going to just the District or if they will also be going to the campuses. B. ISS—a new table is being added to the Scorecard. The new table shows how our Strategic Direction/Goals fit with Scorecard metrics. Reviewed the goals from the ISS and discussed if we were achieving the goals. The committee went through each goal and discussed why some goals were not achieved. The committee discussed if the short-term goals should be adjusted given the data trend. One suggestion was to develop indicators to help us know if we are moving in the right direction for those measures requiring a 6 year trend (such as completers). Committee discussed ISS for several goals including Career Certificates. Member pointed	



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	<p>out this particular goal should be discussed in CTE and in light of the Strong Workforce Initiative. The committee decided to start the conversation through CTE but make no changes to the ISS for this year.</p> <p>C. Charter-discussed expanding charter to include input on data (Tableau), suggestion was to have EdCap help inform the campus of all the plans</p> <p>Workgroup created to discuss charter—Nathan, Carol, Lee</p>	
NEW BUSINESS		
<p>A. Program Planning Data & Template Project (Embedding Data into Program Plan Template)</p> <p>Hold for March: Status Report of Programs (EVP Report) Environmental Scans in Planning Process -- Define Environmental Scans and their Importance -- Discuss How to Report Scans and Where to Report Scans</p>	<p>Tabled until March meeting</p>	
ANNOUNCEMENTS		
	<p>None</p>	
NEXT MEETINGS		
<p>March 28, 2017</p>		
Adjournment		