



# EdCAP Committee Minutes/Agenda 2:30-4pm, August 23, 2016

## 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

## Membership / Attendance

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

\* Ex-officio, non-voting member

## Today's Handouts

2016-17 Committee Goals  
2015-16 Committee Evaluation  
2016 Self-Evaluation: Quality Focused Essay



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AGENDA ITEM	DISCUSSION NOTES	ACTION
<b>CALL TO ORDER AND READING OF MINUTES</b>		
1. Call to order; Public comments 2. Approval of minutes: April 2016 (attachment)		
<b>PREVIOUS BUSINESS</b>		
1. Welcome Back (EVP Welcome)		
2. 2016-17 Committee Evaluation & Committee Goals Review		
3. 2016-17 Program Plans – DUE Sept 15		Review Plans with Division Deans by September 15
4. EVP Questions for Program Plan Meetings  <i>(A) When you looked at your equity data, what did you learn and have you made any modifications to support student success?</i> (Tie data and assessment to your planning efforts.) Reflecting on what you have achieved this last year. (Reflect on what was developed at the March 1st professional development session. Summary sheet was collected; can we add this to a resource folder in TracDat.)  <i>(B) If your program could grow 5% to 10%, how would your program accomplish that?</i> (Allows programs to request resources, space, etc.) Reflecting on what could be done in the next year.		
<b>NEW BUSINESS</b>		
1. Preparing for Visiting Team on September 26-29 2. Preparing for Strategic Planning Retreat 3. Suggested agenda items for next meeting: (A) Self-Evaluation QFE (B) Other Topics?		
<b>ANNOUNCEMENTS</b>		
<b>NEXT MEETINGS</b>		
September 27 – During Week of Accreditation Visit		
<b>Adjournment</b>		