



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	X	ACCESS			Math	Christine Cole	X
	Lee Ballestero	X	Animal Sci/EATM	C. Stringfield	X	Music/Dance		
Executive Vice President*	Julius Sokenu	X	Athletics			Physics/Ast/Engn	Ron Wallingford	X
VP Business Services*	Silvia Barajas	X	Business	Reet Sumal	X	Social Science	L. Ballestero/H. Hernandez	
VP of Academic Senate*	Nathan Bowen	X	Behavioral Sci	Danielle Vieira	X	Student Activities	Sharon Miller	X
Dean	Howard Davis	X	Chemistry/Earth Sci	Rob Keil		Student Success	Jesus Vega	
Dean	Amanuel Gebru		Child Dev			ThA/Comm/FTVM		
Dean	Jennifer Goetz		Counseling	Trulie Thompson		Visual & Applied Arts	Erika Lizée	X
Dean	Luis Gonzalez		English/ESL	Sydney Sims	X	World Languages	Helga Winkler	X
Dean	Norm Marten	X	Health Science	Carol Higashida		Guests		
Dean	Jane Morgan	X	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	X			
Associated Students Rep			Library	Faten Habib/Danielle Kaprelian	X			

* 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
CALL TO ORDER AND READING OF MINUTES		
1. Call to order; Public comments 2. Approval of minutes: April 2016 (attachment)		April Minutes approved Moved to approve: Nenagh Brown 2 nd : Sydney Sims Abstention: Chris Cole
PREVIOUS BUSINESS		
1. Welcome Back (EVP Welcome & Academic Senate President)		The EVP welcomed the committee back. Focus on the QFE this year and how the committee and accreditation impacts student success.
2. 2016-17 Committee Evaluation & Committee Goals Review	Reviewed 2016-17 Committee Evaluation Reaffirmed Committee Goals for this year.	
3. 2016-17 Program Plans – DUE Sept 15	Post the EVP Questions in someplace associated with the program plans.	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.		
NEW BUSINESS		
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?		
ANNOUNCEMENTS		



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NEXT MEETINGS		
September 27 – During Week of Accreditation Visit		
Adjournment		