



# EdCAP Committee Minutes 2:30-4pm, September 27, 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:

(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     |         | ACCESS              |                                |         | Math                                    | Christine Cole             | X       |
|                           | Lee Ballesterio | X       | Animal Sci/EATM     | B. Woodhouse/C. Stringfield    | X       | Music/Dance                             | Brandon Elliott            | X       |
| 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                          | Jack Miller/Susan Kinkella |         |
| 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                       | X       | Student Success                         | Jesus Vega                 | X       |
| Dean                      | Amanuel Gebru   | X       | Child Dev           | Johanna Pimentel               | X       | ThA/Comm/FTVM                           |                            |         |
| Dean                      | Jennifer Goetz  | X       | Counseling          | Trulie Thompson                |         | Visual & Applied Arts                   | Erika Lizee                | X       |
| Dean                      | Luis Gonzalez   | X       | English/ESL         | Sydney Sims                    | X       | World Languages                         | Helga Winkler              | X       |
| Dean                      | Norm Marten     | X       | Health Science      | Carol Higashida                | X       | <b>Guests</b>                           |                            |         |
| Dean                      | Jane Morgan     | X       | Health Center       | Sharon Manakas                 | X       | Nenagh Brown, Academic Senate President |                            |         |
| Dean                      | Mary Rees       | X       | Kinesiology/HED     | Remy McCarthy                  |         |   |                            |         |
| M&O Representative        | John Sinutko    | X       | Life Science        | Andrew Kinkella                | X       |   |                            |         |
| Associated Students Rep   | Mersedeh Koyaei | X       | Library             | Faten Habib/Danielle Kaprelian | X       |   |                            |         |
|                           |                 |         |                     |                                |         |   |                            |         |

\* Ex-officio, non-voting member

## Today's Handouts

Strategic Objectives Worksheet  
Institutional Effectiveness Goals (IEPI)



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| AGENDA ITEM  | DISCUSSION NOTES   | ACTION                |
|--|--|-----------------------|
| <b>CALL TO ORDER AND READING OF MINUTES</b>  |  |                       |
| 1. Call to order; Public comments<br>2. Approval of minutes: August 2016 (attachment)  |  |                       |
| <b>PREVIOUS BUSINESS</b>   |  |                       |
| 1. EVP Questions for Program Plan Meetings (Reminder)<br><i>(A) When you looked at your equity data, what did you learn and have you made any modifications to support student success?</i><br><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><br><i>(B) If your program could grow 5% to 10%, how would your program accomplish that?</i><br><i>(Allows programs to request resources, space, etc.) Reflecting on what could be done in the next year.</i> | None   | None                  |
| <b>NEW BUSINESS</b>  |  |                       |
| A. Update on Strategic Planning Retreat (September 15, 2016)<br>-- Review Proposed Strategic Objectives for 2016-2019<br>1. Student Access<br>2. Student Retention & Success<br>3. Responsiveness<br>4. Effective Use and Communication of Resources<br>5. Campus Safety & Security<br><br>B. Continue discussion on appropriate wording<br>(particularly in Items 3, 4 & 5 above)<br>Propose wording for objectives<br>Review action steps proposed<br>Propose a prioritization of actions<br><br>C. Report Out to Group  | Small groups worked together on rewording strategic objectives and to propose action steps/activities.<br><br>Proposed Strategic Objectives:<br>#1: Student Access<br>#2: Student Retention & Success<br>#3: Responsiveness to Marketplace through Career Preparation and Training<br>#4: Effective Use and Communication of Resources<br>#5: Campus Safety & Security | Continue conversation |
| <b>ANNOUNCEMENTS</b>   |  |                       |



MOORPARK COLLEGE

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|                             |  |  |
|-----------------------------|--|--|
|                             |  |  |
| <b>NEXT MEETINGS</b>        |  |  |
| October 25, 2016 (2:30-4pm) |  |  |
| <b>Adjournment</b>          |  |  |