



EdCAP Committee Minutes 2:30-4pm, October 24, 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

(Tentative) Goals for 2017-18:

(1) Continue to review the institutional effectiveness goals; (2) Establish and record a process for setting the annual institutional effectiveness goals; (3) Continue to review the program planning process and get feedback on the changes to TracDat

Membership / Attendance

Position	Name	Present	Position	Name	Present	Position	Name	Present
Co-Chairs	Jennifer Kalfsbeek-Goetz	x	ACCESS	Silva Arzunyan	X	Physics/Ast/Engn	Erik Reese	X
	Nathan Bowen	x	Animal Sci/EATM	Cynthia Stringfield		Social Sciences	Lee Ballestero/Susan Kinkella	LB
VP Academic Affairs*	Julius Sokenu	x	Athletics	Remy McCarthy		World Languages/Library	Danielle Kaprelian	
VP Business Services*	Silvia Barajas		Behavioral Sci	Dani Vieira		Health Center	Sharon Manakas	
VP of Student Support*	Amanuel Gebru	x	Business	Reet Sumal		Student Activities	Kristen Robinson	
Academic Senate Pres.	Nenagh Brown	x	Chemistry/Earth Sci	Rob Keil		Student Success	Jesus Vega	
Dean	Howard Davis	X	Child Dev	Cindy Sheaks-Mcgown				
Dean	Carol Higashida	x	Counseling	Trulie Thompson				
Dean	Norm Marten	x	English/ESL	Sydney Sims	X			
Dean	Jane Morgan	X	Fine/Perf Arts	John Loprieno	X	Guests		
Dean	Mary Rees	x	Health Sciences	Christina Lee	X			
Dean	Helga Winkler	x	Life Science	Andrew Kinkella				
M&O Representative	John Sinutko		Mathematics	Phil Abramoff	X			
Associated Students Rep	Jennifer Pezzuto	X	Media Arts & Comm Studies	Rolland Petrello	X			

* Ex-officio, non-voting member

Today's Handouts
Goals

AGENDA ITEM	DISCUSSION NOTES	ACTION
CALL TO ORDER AND READING OF MINUTES		
Call to order; Public comments Approval of minutes: September 2017	Julius asked if Chairs were available to meet for VP council after the next EdCap meeting on November 28; meeting will last 2 hours and dinner will be provided. Opportunity for VP to meet with the chairs.	Meeting was scheduled for 11/28/2017, to follow next month's EdCap meeting.
PREVIOUS BUSINESS		
A. Program Planning recommendations B. EdCAP goals for 2017-18	<p>Discussed the program planning process workgroup which met the week prior to this meeting. A summary of the group's recommendations was provided (attached). Key points from the meeting:</p> <ul style="list-style-type: none"> • The PP process has high stakes implications for many programs and should not be changed unless that is taken into account. • If something is not in a program plan, it no longer has a chance of being funded in that year. • The PP meetings are a chance for smaller programs to be heard • Benefits to eliminating meetings include reducing work and time commitment of those who need to attend all program planning meetings, and reduction of annual preparation time for departments in years that they may not be reviewed at a PP meeting. <p>PP process recommendation from the workgroup:</p> <ul style="list-style-type: none"> • The committee did not recommend to cut out any PP meetings this year – instead consider what the purpose of the PP is and make changes after that is better understood and/or revised. <p>Following this discussion, the group broke into smaller groups to discuss how the PP process aligns with college processes, including accreditation, resource requests,</p>	<p>The group is reminded to be ready for the PRT visit on NOV 9 with questions and comments for the IEPI consultant team.</p>

	strategic planning, etc.	
NEW BUSINESS		
<p>A. Current Planning Initiatives</p> <ol style="list-style-type: none"> 1. ACCJC 18-month compliance report (III.A.6) 2. Review of charter 3. Review of Chancellor's Office Vision Statement 	Goals adopted by the committee at the last meeting were briefly reviewed	It was determined that until the group has time to re-assess the committee's goals and charter, following input from the PRT group, the current goals (adopted from May 2017) will remain in place.
ANNOUNCEMENTS		
NEXT MEETINGS		
November 28 th 2017		
Adjournment		