



EdCAP Committee Minutes 2:30-4pm, January 23, 2018

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

* Ex-officio, non-voting member

Today's Handouts
Goals

	<p>What pieces of information would like to be added now so that the IR team can have time to build in new features? Suggestion to form a small advisory group from faculty to work with what IR at the design phase. (Erik, Rolland, Reet, Rob, Karen, Silva) We need someone from services as the program planning process is quite different. There is a PDF document generated in Sharepoint of program plans. Reet Sumal requested that same kind of PDF to be accessible within Tracdat.</p> <p>Lee B. asked what kind of Professional Development opportunities would be desirable to bring faculty up to speed with the latest Program Plan entry changes.</p>	<p>offer workshops during April Flex time relevant to new Program Plan format changes.</p>
PREVIOUS BUSINESS		
<p>A. PRT Visit & Program Planning B. Guided Pathways</p>	<p>A. PRT menu of options were presented to the committee, but with little time for discussion. In order to allow sufficient time for substantive discussion, the committee agreed to hold a special meeting the following week.</p> <p>B. Tabled for next meeting.</p>	<p>A. Hold a meeting next week.</p>
ANNOUNCEMENTS		
NEXT MEETINGS		
<p>February 27th 2018</p>		
Adjournment		