



EdCAP Committee Minutes 2:30-4pm, April 24, 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		Associated Students Rep	Jennifer Pezzuto	X	Media Arts & Comm Studies	Rolland Petrello	X
	Nathan Bowen	X	ACCESS	Silva Arzunyan		Physics/Ast/Engn	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	X	Health Center	Sharon Manakas	X
Academic Senate Pres.	Nenagh Brown	X	Business	Reet Sumal		Student Activities	Kristen Robinson	X
Dean	Howard Davis	X	Chemistry/Earth Sci	Rob Keil	X	Student Success	Jesus Vega	X
Inst. Effectiveness	Carol Higashida	X	Child Dev	Cindy Sheaks-McGown	X			
Dean	Norm Marten	X	Counseling	Trulie Thompson				
Dean	Jane Morgan	X	English/ESL	Sydney Sims	X			
Dean	Mary Rees	X	Fine/Perf Arts	John Loprieno		Guests		
Dean	Lisa Putnam	X	Health Sciences	Christina Lee	X			
Dean	Karen Rothstein	X	Life Science	Andrew Kinkella				
M&O Representative	John Sinutko		Mathematics	Phil Abramoff	X			

* Ex-officio, non-voting member

Today's Handouts
Goals



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AGENDA ITEM	DISCUSSION NOTES	ACTION
CALL TO ORDER AND READING OF MINUTES		
Call to order; Public comments Approval of minutes: April 3, 2018		Minutes approved with Norm, Kristen, Jennifer P, Cindy, Karen, Sharon abstaining
NEW BUSINESS		
A. Goals and Accomplishments	<p>A. Goals and Accomplishments</p> <p>Accomplishments</p> <ul style="list-style-type: none"> a. Updates for Tracdat to reflect Strategic Plan directions and putting metrics into those categories b. Program Plan (PP) process moved to three-year cycle c. PRT visit and shared governance review; d. Coordinated a broad conversation about the QFE; e. Institutional Research, Office of Institutional Advancement and Grants, and Integrated PP planning processes established; out of that a Dean for IE; integrated planning – integration of categorical funds, general funds, still parsing this out. <p>Still Left to Accomplish:</p> <ul style="list-style-type: none"> f. One application for CTE, PP requests, and Perkins; We need to establish an infrastructure for the Advancement and Grants – put a marketing plan together for the foundation. g. PRT team listed several other methods and Making Decisions Documents; they made a strong recommendation to form a mega committee. We thought we might use EdCAP? 	A. Look at charge



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