



EdCAP Committee Minutes

2:30-4pm, April 26, 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

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	Sylva Arzunyan	X	Math	Christine Cole	X
	Lee Ballesterero	X	Animal Sci/EATM	C. Stringfield	X	Music/Dance	Brandon Elliott	
Executive Vice President*	Julius Sokenu		Athletics			Physics/Ast/Engn	Ron Wallingford	
VP Business Services*	Silvia Barajas		Business	Reet Sumal	X	Social Science		
VP of Academic Senate*	Nathan Bowen	X	Behavioral Sci	Danielle Vieira	X	Student Activities	Sharon Miller	
Dean	Howard Davis	X	Chemistry/Earth Sci	Rob Keil	X	Student Success	Jesus Vega	
Dean	Amanuel Gebru		Child Dev	Cindy Sheaks-McGown	X	ThA/Comm/FTVM		
Dean	Jennifer Goetz	X	Counseling	Trulie Thompson	X	Visual & Applied Arts	Erika Lizee	X
Dean	Helga Winkler	X	English/ESL	Sydney Sims	X	World Languages	Danielle Kaprelian	X
Dean	Norm Marten		Health Science	Carol Higashida		Guests		
Dean	Jane Morgan		Health Center	Sharon Manakas	X	Nenagh Brown		
Dean	Mary Rees	X	Kinesiology/HED	Remy McCarthy				
M&O Representative	John Sinutko		Life Science	Andrew Kinkella				
Associated Students Rep	Mersedeh Kolyaei		Library	Faten Habib/Danielle Kaprelian	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: March 2017		Sydney-1 st Trulie-2 nd Abstentions: Sharon, Reet, Erika
PREVIOUS BUSINESS		
A. QFE Discussion: <ol style="list-style-type: none"> 1. Review QFE 2. Discussion steps for next year and responsible parties 	Committee worked in groups to identify concrete steps that can be taken next year to make progress on the QFE. This information was recorded on a handout and will be summarized in a separate document.	
NEW BUSINESS		
A. Review Goals from this year B. Set Goals for 2017-2018	<ol style="list-style-type: none"> 1 Review Updated District Strategic Plan and College Strategic Plan Done for the College District Plan Review Updated District Strategic Plan for next year and College Strategic Plan 2 Continue monitoring accreditation site visit; review visiting team's report Done Review the District timeline for the 18 month follow-report 3 Examine and monitor ongoing progress in QFE Action Plans Done Continue for next year 4 Establish process for monitoring institutional 	



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	<p>effectiveness goals</p> <p>Monitored the establishment of institutional effectiveness</p> <p>Next year: Continue to review the institutional effectiveness goals</p> <p>Next year: Establish and record a process for setting the annual institutional effectiveness goals</p> <p>Next year: Continue to review the program planning process and get feedback on the changes to TracDat</p>	
ANNOUNCEMENTS		
NEXT MEETINGS		
Adjournment		