**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 2018-19:***

1. *Clarify EdCAP charter (add measurable objectives)*
2. *Midterm Accreditation Report – review and recommend to Academic Senate (presented by workgroups outside the committee; QFE Project 1 by Institutional Effectiveness, QFE Project 2 by a workgroup)*
3. *Make recommendations for integrated planning models (QFE action item #2 reviewed by EdCAP)*
4. *Integrated Planning – address IEPI planning suggestions (or address integrated planning issues as outlined in the QFE and recommendations)*
	1. *Look for opportunities to strengthen the connection between planning & resources*
5. *Review, discuss, and modify Program Planning platform and interface*
6. *Assessment of modifications to the Program Planning process (including three-year review cycle with ‘off years’)*
7. *Program Plan report out and results from Vice Presidents and Academic Senate President*
8. *Cross-disciplinary program plan discussions: generate process or foster environment for implementation in 2019-2020*
9. *Review Educational Master Plan drafts and make final recommendations to Academic Senate*

**Membership / Attendance**

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

\* Ex-offcio, non-voting member

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| **Today’s Handouts** |
| 2018\_11\_27\_EdCAP\_Minutes (DRAFT)Calendar for EdMasterPlan1. Educational Master Plan Draft 1\_2019-01-172. Educational Master Plan Draft 1 with crosswalk to EdCAP brainstorming goals\_2019-01-17 |

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| **AGENDA ITEM** | **DISCUSSION NOTES** | **ACTION** |
| **CALL TO ORDER AND READING OF MINUTES** |  |  |
| Call to order; Public commentsApproval of minutes: November 27th |  |  |
| **NEW BUSINESS** |  |  |
| 1. IE response to QFE Action Project #1
2. Program Plan (PP) process discussion, input side (software)
3. Reminder to those on ‘off years’ in PP cycle
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| **PREVIOUS BUSINESS** |  |  |
| 1. Workgroup for QFE, Project 2, Step 1
2. Educational Master Plan Draft 1 - Review
 |  |  |
| **ANNOUNCEMENTS** |  |  |
|  |  |  |
| **NEXT MEETINGS (Items)** |  |  |
| 1. Report out to PP from VPs
2. ACCJC “101” – review of ACCJC updates, key dates and cycles
3. Cross PP – what would this look like?
4. QFE 2 workgroup for step 1, report back (workplan)

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| **Adjournment** |  |  |