***Committee on Accreditation and Planning - Education***

*Responsible to plan, monitor and evaluate the college-wide educational master planning process:*

*Annual Program Planning ~ Educational Master Plan ~Accreditation Self-Study Process Implementation*

**Agenda**

**January 27, 2014**

**2:30 PM – 4:00 PM, CCCR**

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| **Campus Community** |
| **Position** | | **Name** | **Present** | **Coord. & Dept. Chairs** | **Name** | **Present** | **Guests** |
| 2014-2015  Ed CAP Co-Chairs | | Kim Hoffmans |  | ACCESS | Sherry D’Attile |  | *Please sign in:* |
| Lee Ballestero |  | Music/Dance | Robert Salas |  |
| Exec Vice Pres | | Lori Bennett |  | Theatre/Comm Studies | Jill McCall |  |
| Acad Senate Rep | | Nenagh Brown |  | Counseling | Lydia BasmajianLydia Basmajian  Lydia Basmajian |  |
| M&O Rep | | John Sinutko |  | EOPS | Herbert English |  |
| Assoc Students Rep | | Christine Anderson |  | Student Activities | Sharon Miller |  |
| Student Service Council Reps. (2) | |  |  | Student Health Ctr Coordinator | Sharon Manakas |  |
|  |
| Dean | | Pat Ewins |  | Accounting / Business | Reet Sumal |  |
| Dean | | Amanuel Gebru |  | English/Humanities | Sydney Sims |  |
| Dean | | Kim Hoffmans |  | World Languages/ESL | Helga Winkler |  |
| Dean | | Inajane Nicklas |  | Library Services | Helga Winkler |  |
| Dean | | Lisa Putnam |  | Kinesiology/Health Ed | Remy McCarthy |  |
| Dean | | Julius Sokenu |  |  |  |  |
| Institutional Researcher | | Pamela Yeagley |  | Computer Science/CNSE | Martin Chetlen |  |
|  | | | | Visual and Applied Arts | Lydia Etman |  |
| EATM/Animal Sciences | Cynthia Stringfield |  |
| Life Sciences | Norm Marten |  |
| Health Sciences Coordinator | Carol Higashida |  |
| Chemistry/Earth Science | Rob Keil |  |
| Mathematics | Chris Cole |  |
| Physics/Astronomy/Engineering | Ron Wallingford |  |
| Behavioral Science | Dan Vieira |  |
| Child Development Center | Bonnie Baruch |  |
| Social Sciences | Jack Miller |  |
| Guest | Mary Rees |  |

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| **TODAY’S HANDOUTS** | **Meeting Calendar 14 - 15**  **4th Tuesday 2:30 in CCCR** | **Topic** | **Meeting Calendar 14 - 15**  **4th Tuesday 2:30 in CCCR** | **Topic** |
|  | ~~Aug. 26, 2014~~ | TracDat training | Jan. 27, 2015 | Evaluation of Program Plan |
| Minutes, Goals, Timeline | ~~Sept. 23, 2014~~ | Validation of gap analysis | Feb. 24, 2015 | Continue workgroups |
|  | ~~Oct. 28, 2014~~ | Update on revised standards | Mar. 24, 2015 | Continue workgroups |
|  | ~~Nov. 25, 2014~~ | Educational Master Plan | Apr. 28, 2015 | Finish all evidence gathering |

**Agenda**

1. Welcome Committee Members – Please sign in. Any new members please see the co-chairs so your name can be added to the list.
2. Review of Minutes for Oct. 28, 2014
   * Discussion: Motion:
3. Program plan process evaluation (Lee)
   * Comments/feedback/improvements?
   * Feedback on ‘closing the loop’ between resource requests, meeting goals and SLOs
4. Program plan summary report (Lori)
5. Gap Analysis (Lori)
   * Next steps
6. Updates on workgroups
   * Membership and identification of co-chairs
   * Problems/issues?
   * Examples of workgroup evidence gathering, reporting and organization (Inajane)

Annoucements:

* At the Feburary meeting please be prepared to give status report
* Flash drives with all evidence gathered and tables completed due at the March EdCap meeting

8. Meeting adjourned at \_\_\_\_.