**Mission Statement**

*Grounded in equity, social justice, and a students first philosophy, Moorpark College values diverse communities. We empower learners from local, national, and global backgrounds to complete their degree, certificate, transfer, and career education goals. Through the integration of innovative instruction and customized student support, our programs are designed to achieve equitable outcomes.*

**EdCAP Committee Charter**

*The Education Committee on Accreditation and Planning makes recommendations on college-wide planning and accreditation issues related to educational programs and student services.*

*The planning component under the purview of EdCAP includes:*

* *Program Plans: Evaluating the program planning process and recommending modifications as needed;*
* *Educational Master Plan: Defining the format of the Educational Master Plan, establishing and monitoring the timeline, and recommending approval of the final document;*
* *Strategic Plan: defining the strategic directions and goals of the Strategic Plan, establishing and monitoring the timeline, and recommending approval of the final document;*
* *Annual Work Plan: reviewing the goals and metrics of the Annual Work Plan and recommending approval of the final document; and*
* *Annually with the Fiscal Planning Committee, reviewing college resource recommendations in relation to the Strategic Plan for gap analysis and recommendations.*

*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; and*
* *Reviewing and analyzing the ACCJC Annual Report, including the Institution-Set Standards.*

***Goals for 2021-22:***

1. Provide leadership for accreditation—draft ISER by end of academic year
2. Develop vision for planning committee, including charge and membership
3. Provide transparency for budget and fiscal expenditures
4. Ensure equity in planning and budget
5. Perform gap analysis on prioritizations that will inform the planning processes for the following academic year and includes alignment with support of disproportionately impacted groups
6. Review program planning process for efficiency and to support student learning and equitable outcomes
7. Clarify relationships among the planning documents
8. Review and recommend updates to the Moorpark College Vision and Values as appropriate

**EdCAP Membership / Attendance**

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Position** | **Name** | **Present** |  | **Position** | **Name** | **Present** |  | **Position** | **Name** | **Present** |
| Co-Chairs | Nenagh Brown |  | Faculty Dept Chair, Cord, or designee from each department: |  | Comm Studies & Media Arts | Rolland Petrello |  |
|  | Oleg Bespalov |  | ACCESS | Silva Arzunyan |  |  | Visual Arts | Erika Lizee |  |
| VP Academic Affairs\* | Mary Rees |  | EATM | Gary Wilson |  | Performing Arts | Nathan Bowen |  |
| VP Business Services\* | Jennifer Clark |  | Kin/Health/Athletics | Adam Black |  | Physics/Ast/Engr/CS | Farisa Morales |  |
| VP of Student Support\* | Amanuel Gebru |  | Behavioral Sciences | Chad Basile / Dani Vieira |  | Social Sciences | Hugo Hernandez |  |
| Academic Senate Pres.\* | Erik Reese |  | Business  | Josepha Baca/Reet Sumal |  | Student Health Center | Allison Barton |  |
| Classified Senate Pres\* | Linda Resendiz |  | Chemistry/Earth Sci. | Tiffany Pawluk/Roger Putnam |  | World Languages | Helga Winkler |  |
| Dean members: | Oleg Bespalov |  | Early Childhood Dev. | Cindy Sheaks-McGowan |  | 2 classified staff: | Dina Pieleat |  |
|  | VACANT |  | Counseling | Jodi Dickey |  |  | Deb Brackley |  |
|  | Carol Higashida |  | English/ESL | Sydney Sims |  |  |  |  |
|  | Matt Calfin |  | EOPS | Angie Rodriguez/Marnie Melendez |  | ASMC | Jin Kim |  |
|  | Priscilla Mora |  | Health Sciences | Christina Lee |  |  |  |  |
|  | Khushnur Dadabhoy |  | Library | Danielle Kaprelian |  | \* Ex-officio, non-voting members |
|  | Monica Garcia |  | Life Sciences | Audrey Chen |  | **Guests:** |  |  |
|  | Robert Cabral |  | Mathematics | Phil Abramoff |  |  |  |  |

|  |
| --- |
| **Future Meetings** |
| Fall semester: ~~August 24; September 28; October 26; November 23~~Spring semester:~~January 25;~~ February 22; March 22; May 10 |

 Agendas and documents are available on the [EdCAP meeting information website](https://www.moorparkcollege.edu/faculty-and-staff/academic-senate/standing-committees/education-cap/meeting-information) and through the links below.

|  |  |  |
| --- | --- | --- |
| **AGENDA ITEM** | **DISCUSSION NOTES** | **ACTION** |
| **CALL TO ORDER, TIMELY BUSINESS, READING OF MINUTES** |  |  |
| 1. Call to order
2. Public comments
3. Brown Act Teleconference Suspensions During a State of Emergency (Government Code [Section 54953](https://leginfo.legislature.ca.gov/faces/codes_displaySection.xhtml?sectionNum=54953.&nodeTreePath=6.2.1.22&lawCode=GOV))
4. Approval of joint [EdCAP/Fiscal minutes: January 25, 2021](https://www.moorparkcollege.edu/sites/moorparkcollege/files/media/document/2022/2022_01_25_EdCAP-FP_minutes.draft_.3.docx)
 |  |  |
| **BUDGET AND PLANNING** |  |  |
| 1. Participatory Governance Organizational Structure: Joint EdCAP/Fiscal Committeee — Workgroup update
2. District Administrative Center Position Requests
	1. [Summary of Requests](https://www.moorparkcollege.edu/sites/moorparkcollege/files/media/document/2022/Annual%20Program%20Plan%202022-2023_template%20draft_0.docx)
3. Program Plan Process Review
	1. Simplified Program Planning Draft — second read
		1. [Word doc program plan](https://www.moorparkcollege.edu/sites/moorparkcollege/files/media/document/2022/Annual%20Program%20Plan%202022-2023_template%20draft_0.docx)
		2. [Excel resource requests](https://www.moorparkcollege.edu/sites/moorparkcollege/files/media/document/2022/Annual%20Program%20Plan%202022-2023_Resource%20Requests_template%20draft_0.xlsx)
	2. Strategic Direction Questions/PP Guiding Questions
4. Strategic Planning Retreat & Town Hall Preparation
 |  |  |
| **ACCREDITATION** |  |  |
| 1. ISER Overview and Initial Review
	1. Timeline
	2. Discussion and review of [QFE](https://vcccdventura.sharepoint.com/%3Af%3A/s/Moorpark/Outreach/ErVWM-Ws4odEjP4_rK-iEqMBGA-7Arg9CzM_g62Zjv_YtQ?e=Niwbgp) — second read
	3. Review [I.A.4](https://vcccdventura.sharepoint.com/%3Af%3A/s/Moorpark/Outreach/EhSTXbvJsYJIkZw02DFnwkIBX0wELzoCquItWeUxpAQtag?e=TREyfV), [I.B.2](https://vcccdventura.sharepoint.com/%3Af%3A/s/Moorpark/Outreach/EkqUsNLluhlPodzUxCz5bLwBxF3vXG_AJ6feI28b7iaZYA?e=oAdUm6), [I.B.6](https://vcccdventura.sharepoint.com/%3Af%3A/s/Moorpark/Outreach/Ep9ugAoeKtpFrQHp_cgxqxoBOWgMg1rB0IjqDin7M_Dhhw?e=hRmbN1), [I.B.9](https://vcccdventura.sharepoint.com/%3Af%3A/s/Moorpark/Outreach/Ek4-DRfJlhJGr7SkpwVNXa0BDPM2UhcHfbUe9rFxfuBOiw?e=ZFmyK9)
	4. Reminder: [Folder Structure](https://vcccdventura.sharepoint.com/sites/Moorpark/Outreach)
2. Student Learning Outcomes Updates
	1. Analysis Plan
	2. [Institutional Learning Outcomes](https://www.moorparkcollege.edu/sites/moorparkcollege/files/media/document/2022/MC-ILO-SLOCApproved_0.docx)
 |  |  |
| **REPORTS** |  |  |
| 1. [Classified Prioritization Update](https://www.moorparkcollege.edu/sites/moorparkcollege/files/media/pdf_document/2022/RE_%20Classified%20Staff%20Prioritization%20General%20Fund%20Final%20Tally%20Results%20-%202021.pdf)
2. Vision and Values Update
	1. [Current vision and values](https://www.moorparkcollege.edu/sites/moorparkcollege/files/media/pdf_document/2021/Mission%2C%20Values%20and%20Vision%20_%20Moorpark%20College.pdf)
3. DCAS Update

 a. [Infrastructure Model changes](https://www.moorparkcollege.edu/sites/moorparkcollege/files/media/pdf_document/2022/2022.02.22%20Infrastructure%20Funding%20Model%20update%20FY23.pdf)  b. Distict Allocation Model update1. Campus Environment Committee
	1. [Committee Notes](https://www.moorparkcollege.edu/sites/moorparkcollege/files/media/pdf_document/2022/2-15-22%20CEC%20Notes.pdf)
 |  |  |
| **ANNOUNCEMENTS & FUTURE AGENDA ITEMS** |  |  |
|  |  |  |
| **ADJOURNMENT** |  |  |



**MOORPARK COLLEGE**

**F**iscal **P**lanning **C**ommittee

The Fiscal Planning Committee makes recommendation on college-wide fiscal processes. Responsible to plan, monitor and evaluate the college- wide fiscal operations: Ed Code 53200(c): - processes for budget development

**Fiscal Planning Membership / Attendance**

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **POSITION/DEPARTMENT** | **CHAIR/DESIGNEE** | **ATTEND** | **DEPARTMENT** | **CHAIR/DESIGNEE** | **ATTEND** | **DEPARTMENT** | **CHAIR/DESIGNEE** | **ATTEND** |
| Co-Chair: Academic Senate President | Erik Reese |  | Athletics/KIN/Health |  Matt Crater |  | English/ESL | Jeff Baker |  |
|  Kara Lybarger-  Monson (ALT) |  |
| Business Admin | Ruth Bennington |  |
| Co-Chair: Classified Senate President | Linda Resendiz |  | Physics/Astronomy/CS Engineering |  |  | Library | Jackie Kinsey |  |
| ACCESS | Silva Arzunyan |  |
| Co-Chair: VP Business Services | Jennifer Clark |  | Student Health Center | Allison Case Barton |  | Health Sciences | Christina Lee |  |
| AFT Faculty Appointee (1) |  Hugo Hernandez |  |
| Associated Students Representative (1) | Marina Bayless |  | Chemistry/Earth Sciences | Rob Keil |  | Mathematics | Phil Abramoff |  |
| Classified Supervisors’ Representative (2) | Michele Perry |  | Counseling | Traci Allen |  | Child Dev | Cindy Sheaks- McGowan |  |
| Johanna Pimentel |  | Wendy Berg (Alt) |  |
| Classified Representatives (5) | Ruth Houston-Mudd |  | Social Sciences | Hugo Hernandez |  | EOPS | VACANT |  |
| Kris Romero |  |
| Linda Sanders |  | Lee Ballestero (Alt) |  | EATM |  |  |
| Obalid Younan |  | Visual Arts | Erika Lizee |  | Behavioral Sciences | Dani Vieira |  |
| Dean Appointees (3) | Carol Higashida |  | Performing Arts | Nathan Bowen |  | Life Sciences | Melia Tabbakhian |  |
|  Priscilla Mora |  | World Languages | Perry Bennett |  | Media & Comm Studies | Neal Stewart |  |
| Khushnur Dadabhoy |  |  |  |  | Ex Officio (non-voting): |  |  |
| Director, Facilities, Maintenance & Ops | John Sinutko |  |  |  |  | VP AA |  Mary Rees |  |
|  Financial Aid |  Kim Korinke |  |  |  |  | VP SS | Amanuel Gebru |  |

|  |
| --- |
|  **FISCAL PLANNING COMMITTEE** |
| **COLLEGE-WIDE COMMITTEE** | **CHARGE AND SOURCE OF AUTHORITY** | **MEMBERSHIP** |
| Fiscal PlanningReports: | Plans, monitors, and evaluates college-wide fiscal operations*The Fiscal Planning Committee makes recommendations on college-wide fiscal processes. Responsible to plan, monitor and evaluate the college-wide fiscal operations: Ed Code 53200(c): - processes for budget development*The specific tasks of this committee are:* Annually review the District Budget Allocation Model and make recommendations for changes as necessary;
* Reviewing reports on the development of the College General Fund budgets in alignment with District processes, and relaying information to constituent areas;
* Reviewing emergent budget needs and constraints;
* Implementing the annual Classified Hiring Prioritization process; and
* Annually with the Education Committee on Accreditation and Planning, reviewing college resource recommendations in relation to the Strategic Plan for gap analysis and recommendations.
 | **Co-Chairs:**Vice President, Business Services Academic Senate President Classified Senate President**Members:** Faculty Appointed by AFT (1) Associated Students Representative (1) Classified Supervisors’ Representative (2) Classified Representatives (5) Dean Appointees (3) Director of Facilities, Maintenance & Operations All Faculty Department Chairs and Coordinators or Designees Executive Vice President (Ex-officio, non-voting) |