



## MOORPARK COLLEGE

### *Committee on Accreditation and Planning – Education*

#### 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, 2019-20

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|   | <b>Planning component:</b>   |
| 1 | Design and implement pilot project for cross-disciplinary program plan discussions <ul style="list-style-type: none"> <li>○ Cross-disciplinary sessions within Guided Pathways Areas of Interest planned for Strategic Planning Retreat; cancelled due to pandemic</li> </ul>  |
| 2 | Review and where necessary modify program plan process of 2019-20 <ul style="list-style-type: none"> <li>• Reconsider timeline               <ul style="list-style-type: none"> <li>○ Extend date for Program Plan completion (September 30)</li> </ul> </li> <li>• Review platform               <ul style="list-style-type: none"> <li>○ Keep TracDat for 2020; demo of eLumen to be shown at EdCAP in fall with pilot run if any interested programs</li> </ul> </li> <li>• Review three-year review cycle               <ul style="list-style-type: none"> <li>○ Maintain three-year cycle</li> </ul> </li> <li>• Update and modify template for student service programs               <ul style="list-style-type: none"> <li>○ Rewrite of VP questions to relate to both instructional and student service programs</li> <li>○ Addition of new student service programs to planning process (PACE, Dual Enrollment, ?Caring program)</li> </ul> </li> <li>• Further integrate planning and resource allocation               <ul style="list-style-type: none"> <li>○ New charge recommended for EdCAP charter to provide forum to review college resource prioritizations in alignment with Strategic Plan</li> <li>○ Updated program planning timeline recommended to include resource allocation processes alongside those of program planning</li> </ul> </li> </ul> |
| 3 | Review planning documents produced from Educational Master Plan (Annual Work Plans, etc.) <ul style="list-style-type: none"> <li>○ Reviewed Annual Work Plan</li> <li>○ Reviewed Enrollment Management Plan</li> </ul>   |
|   | <b>Accreditation component:</b>  |

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| 4 | <p>Monitor and review the preparation of the ACCJC Midterm Accreditation Report</p> <ul style="list-style-type: none"> <li>• Establish timeline</li> <li>• Perform gap analyses</li> <li>• Contribute to and review self-evaluation plans establishing progress and outcomes</li> <li>• Contribute to and review progress reports on ACCJC recommendations for improvement</li> <li>• Contribute to and review report on outcomes of both Action Projects in Quality Focused Essay</li> <li>• Recommend final draft of Midterm Report for approval <ul style="list-style-type: none"> <li>○ All goals for Midterm Report completed; forwarded to Academic Senate Council for approval in April and on target for June Board of Trustees meeting</li> </ul> </li> </ul> |
| 5 | <p>Revise ACCJC Institution-Set Standards and recommend for approval</p> <ul style="list-style-type: none"> <li>○ Forwarded to Academic Senate Council for approval in April; now submitted to ACCJC</li> </ul>  |
| 6 | <p>Discuss ACCJC Annual Report and recommend for approval</p> <ul style="list-style-type: none"> <li>○ Forwarded to Academic Senate Council for approval as above</li> </ul>   |
|   | <p><b>Other:</b></p>   |
| 7 | <p>Review EdCAP charter and membership for updated <i>Moorpark College Decision-Making Handbook</i></p> <ul style="list-style-type: none"> <li>○ Charter: added new charge aligning resource prioritization with program planning (see 2 above)</li> <li>○ Membership: added classified representation</li> </ul>  |

○ Approved: \_\_\_\_\_