



EdCAP Committee Minutes (DRAFT) 2:30-4pm, August 27, 2019

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.

Goals for 2019-20:

Forthcoming

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

Membership / Attendance

Position	Name	Present	Position	Name	Present	Position	Name	Present
Co-Chairs	Nenagh Brown	X	M&O Representative	John Sinutko		Mathematics	Phil Abramoff	
	Oleg Bespalov	X	Associated Students Rep*	Kriss Hotchkiss	X	Media Arts & Comm Studies	Rolland Petrello	
VP Academic Affairs*	Mary Rees	X	ACCESS	Silva Arzunyan		Physics/Ast/Engn	Erik Reese	X
VP Business Services*	Silvia Barajas		Animal Sci/EATM	Cynthia Stringfield		Social Sciences	Hugo Hernandez	X
VP of Student Support*	Amanuel Gebru		Athletics/Kinesiology	Remy McCarthy		World Languages/Library	Jerry Mansfield	
Academic Senate Pres.	Nenagh Brown	X	Behavioral Sci	Chad Basile / Dani Vieira	X	Health Center	Sharon Manakas	X
Dean	Oleg Bespalov	X	Business Administration	Reet Sumal		Student Activities	Kristen Robinson	X
Dean	Howard Davis	X	Chemistry/Earth Sci	Roger Putnam	X	Student Success	Jesus Vega	
Dean	Carol Higashida	X	Child Dev	Cindy Sheaks-Mcgonn	X			
Dean	Matt Calfin	X	Counseling	Trulie Thompson				
Dean	David Gatewood	X	English/ESL	Sydney Sims	X			
Dean	Khushnur Dadabhoy		Fine/Perf Arts	John Loprieno		Guests:		
Dean	Monica Garcia		Health Sciences	Christina Lee	X	Chemistry	Tiffany Pawluk	X
Dean	Sam Lingrosso		Life Science	Andrew Kinkella				

* Ex-officio, non-voting member



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Today's Handouts
2019_04_23_EdCAP_Minutes (DRAFT) Midterm Report timeline and leads_draft 2019-07-18 2018-2019 Workplan_End of Year Update_as of 2019-08-16 2019-2020 Annual Work Plan_draft 2019-08-13 Program Plan three year schedule_as of 2019-7-22 ACCJC Invitation to Field for Comment on Policy Revisions EdCAP Goal Accomplishments 2018-19_DRAFT_4.23.19

AGENDA ITEM	DISCUSSION NOTES	ACTION
CALL TO ORDER AND READING OF MINUTES		
Call to order; Public comments Approval of minutes: April 23	Call to order at 2:38pm. Sydney recommended agenda items be aligned with discussion notes and actions. Mary suggested changes to discussion notes for item D.	Sydney Sims moved to approve and Sharon Manakas seconded. Unanimously Approved with Hugo Hernandez, David Gatewood, and Kriss Hotchkiss abstaining.
NEW BUSINESS		
A. EdCAP 2018-2019 goal accomplishments B. ACCJC invitation to field for comment on policy revisions C. Annual Program Planning process • Program participation	A. Goal 6 Accomplishment: added 'done' B. Mary shared that new policy changes made were mostly minor. Comments can be made to ACCJC before September 13; please copy Mary as ALO. There had been past discussion of changing accreditation body for CA community colleges but Chancellor's Office decided to stay with ACCJC. Chancellor's Office work groups A&B, investigating the options, have now closed. C. Annual Program Planning process • Program Participation: Program writer may want to consider that increased participation by as many members of program as possible makes stronger program plans. For help in writing this year's plans there are a few resources. ast program plans	A. Erik Reese moved to approve and Howard Davis seconded the motion. Approved with Hugo Hernandez abstaining. B. C.

<ul style="list-style-type: none"> • Dean meeting • Three year VP meeting schedule • Cross-program synergy D. Annual Work Plan 2018-2019 end of year update E. Annual Work Plan 2019-2020 F. ACCJC Midterm Report timeline and leads 	<p>are available to view on college website under ‘Program Planning’, at this link: https://www.moorparkcollege.edu/departments/administrative/institutional-research-and-planning/college-planning</p> <p>Departments may use these for reference. The co-chairs will also share a few varied program plans; please be aware however that each program has its unique character and needs.</p> <ul style="list-style-type: none"> • Dean Meeting: Meet with Dean at least three weeks prior to program plan meeting. F/T CAP prioritization has list of what was approved to fund from past program plans. This will be circulated after its meeting on September 4th. • Three year VP meeting schedule: Oleg explained NEW is for programs beginning three year cycle and RETURNING is for those returning after meeting with VP. List will be updated towards the end of this year for next year.. <p>Humanities, ESL, and English requested to be merged to one Program Plan. Health Sciences and EMT also prefer to merge. Oleg will take changes to Consultation Council and send out revised meeting schedule.</p> • Cross-program synergy: Nenagh, Oleg, Sydney, Cynthia, and Erik will form a work group on process to fulfil cross-disciplinary program plan environment in Goal 8. <p>D. 59.6% is average completion of Work Plan goals but Oleg prefers 80%. Oleg hopes program reps will meet with leads to complete initiative/actions this coming year and add to new Work Plan</p> <p>E. Administrative Council reviewed the 2019-20 Work Plan and feedback was given on what actions to take. Erik requested the committee have more time to review and digest the Work Plan.</p> <p>F. Mary went over September completed action items. College recommendation 6.A.1 was changed from Compliance to Improvement Recommendation. Recommendations are helping us look at SLOs and long term fiscal planning. May need to set up two workgroups to check what has been done and what needs to be done.</p>	<p>D.</p> <p>E. Hugo Hernandez moved to approve and Carol Higashida seconded the motion. Erik Reese moved to amend current motion and bring back to next EdCAP meeting.</p> <p>F. Discuss implementation at next EdCAP meeting</p>
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G. EdCAP goal setting 2019-2020	G.	G. Postponed for next month.
PREVIOUS BUSINESS		
ANNOUNCEMENTS		
NEXT MEETINGS (Items)		
A. ACCJC Institution-set Standards		
Adjournment		