



EdCAP Committee Minutes DRAFT

January 26, 2021, 2:30-4:00pm

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 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:

Planning component:

1. Implement and review pilot project for cross-disciplinary program plan discussions within the Guided Pathways Areas of Interest
2. Review and where necessary modify program plan process of 2020-21 (including consideration of the timeline, platform used, process for student service programs, and Summary Report)
3. With Fiscal Planning Committee design, implement, and assess new process for reviewing resource recommendations in relationship to the Strategic Plan
4. Review planning documents produced from Educational Master Plan (including Annual Plans for 2020-21 and 2021-2022, the Enrollment Management Plan for 2020-21, and the preparations for and debrief from the Strategic Planning Retreat)
 - Ensure anti-racist and social justice themes embedded in all planning documents and processes

Accreditation component:

5. Monitor follow-up items from the 2020 ACCJC Midterm Accreditation Report

Other:

6. Incorporate impact of Covid-19 on planning and accreditation
 - Have input on data being collected; review data; build results into planning and accreditation work
7. Review the effectiveness of the committee
 - Review EdCAP evaluations from 2019-20 for further improvements to work of committee
 - Reevaluate updated charge and membership of committee for any further changes

Membership / Attendance

Position	Name	Present
Co-Chairs	Nenagh Brown	X
	Oleg Bespalov	X
VP Academic Affairs*	Mary Rees	X
VP Business Services*	Jennifer Clark	X
VP of Student Support*	Amanuel Gebbru	X
Academic Senate Pres.*	Erik Reese	X
Classified Senate Pres*	Linda Resendiz	
Dean members:	Oleg Bespalov	X
	Howard Davis	X
	Carol Higashida	X
	Matt Calfin	X
	Priscilla Mora	X
	Khushnur Dadabhoy	
	Monica Garcia	X
	Robert Cabral	X

Position	Name	Present
<u>Faculty Dept Chair, Cord, or designee from each department:</u>		
ACCESS	Silva Arzunyan	X
EATM	Gary Wilson	
Kin/Health/Athletics	Adam Black	X
Behavioral Sciences	Chad Basile / Dani Vieira	CB
Business	Josepha Baca/Reet Sumal	JB
Chemistry/Earth Sci.	Tiffany Pawluk/Roger Putnam	TP
Early Childhood Dev.	Cindy Sheaks-McGowan	X
Counseling	Jodi Dickey	X
English/ESL/HUM	Sydney Sims	X
EOPS	Angie Rodriguez/Marnie Melendez	AR
Health Sciences	Christina Lee	X
Library	Danielle Kaprelian	
Life Sciences	Audrey Chen	X
Mathematics	Phil Abramoff	X

Position	Name	Present
Comm Studies & Media Arts	Rolland Petrello	X
Visual Arts	Erika Lizee	X
Performing Arts	John Loprieno	X
Physics/Ast/Engr/CS	Farisa Morales	X
Social Sciences	Hugo Hernandez	X
Student Health Center	Allison Barton	X
World Languages	Helga Winkler	X
<u>2 classified staff:</u>	Kristen Robinson	X
	Deb Brackley	X
<u>ASMC</u>	Jin Kim	X
* Ex-officio, non-voting members		
Guests:	Allison Barton	X
	Shannon Macias	X



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Today's Handouts	Future Meetings
Minutes: November 24, 2020 Program Plan Proposed Revisions for 2021-2022 – draft Success rates by synch vs asynch for fall 2020 2020-2021 Combined planning and resource document - draft	Fall semester: August 25; September 22; October 27; November 24 Spring semester: January 26; February 23; March 23; April 27

AGENDA ITEM	DISCUSSION NOTES	ACTION
CALL TO ORDER AND READING OF MINUTES		
Call to order; Public comments Approval of minutes: November 24, 2020	No public comments No changes	Rolland Petrello moved to approve and Priscilla Mora seconded. Minutes were approved unanimously with no abstentions.
PREVIOUS BUSINESS		
A. Fall semester DE data to inform enrollment management and program planning	<p>Oleg Bespalov presented fall results of synchronous vs asynchronous success rates that were found to be inconclusive. He reviewed overall results, by discipline, and also by instructors. Oleg's interpretation is that it is good to keep offering both modes to allow students to choose which works best for them. A clearer pattern may be evident later.</p> <p>Rolland asked if data was measured by sections or discipline only and how courses taught as a hybrid of sync and async were categorized. Oleg explained he first reviewed by discipline then by instructor but there was too much variance to reach any conclusions.</p> <p>Sydney Sims asked how this changes scheduling and should faculty continue to try for synchronous classes. Mary said the faculty can look at fill rate patterns for what classes students want.</p> <p>Tiffany Pawluk questioned how classes are designated as sync or async. Oleg said IE went based on how the classes are listed on the class schedule. He has raw data and says Tiffany or any other department chairs can email him for more details.</p> <p>Jin Kim suggested these findings be shared with other groups on campus. Nenagh Brown will send to the SEA and DE committees for more perspectives.</p>	

<p>B. Program Plan process review</p>	<p>Shannon Macias and Josepha asked if classes do not fill when providing both sync and async courses, will low enrolled classes be cancelled. Mary said there are exceptions, but everyone should try to stick with the 15 students or 50% cap.</p> <p>Mary brought up the discussion on how to develop cohorts and a sense of community. She suggests cohorts and meeting the needs of the student should be the common driver to create options, not sync or async.</p> <p>Sydney suggested we also examine retention rates for synchronous vs asynchronous modalities. Oleg explained that retention can skew numbers because students with F or W are still included in data, but that he can include it if that is what the committee wants. The group agreed not to request this for now.</p> <p>The committee would like follow-up research for the spring semester to compile along with the Fall so we have more data to consider for the future.</p> <p>The IE team will begin working on the proposed list of revisions to program planning 2021-22. Oleg shared the recommendations received throughout 2020 for program planning improvements.</p> <p>Erik brought up that when you hit the “received” button when resources are received, the request still gets submitted to the committee. Oleg will do a trial run to fix issue.</p> <p>Priscilla asked if this will be an annual process and when will this be discussed again for next year. Nenagh said this will be reviewed after the fall program plans are done. Oleg said this happens throughout the year but there is a formal discussion at the last EdCAP meeting in April or May.</p>	
<p>NEW BUSINESS</p>		
<p>A. Preparation for joint meeting EdCAP/Fiscal</p>	<p>The first joint meeting is on February 23rd from 2-3pm. The immediate goal is to close the planning and resource prioritization cycles. The ultimate goal is to have a gap analysis of what was high priority on the annual plan and does it match the resources that were funded. Nenagh shared the Combined Planning and Resource document and explained how the group will use it to show resources funded match with the actions for 2020-21.</p> <p>Priscilla thought it might be useful to link requests to a strategic goal before it is approved. Erik said this is something they are hoping for in the future with the help of eLumen. Oleg explained that faculty may not be fluent with the strategic goals to</p>	

<p>B. 2020 ACCJC Midterm Accreditation Report</p> <ul style="list-style-type: none"> • ACCJC status report • Follow-up items <p>C. For the good of the accred. and planning order</p>	<p>connect it to the resources they are requesting. There was also a discussion to add a column for “Resources requested to implement an action” to the Annual Work Plan.</p> <p>Nenagh asked members to review the spreadsheet with a focus on the departments they are representing and email any alterations or additions to Nenagh and Oleg. Nenagh and the co-chairs will send out clear instructions via email. Oleg will put the document on SharePoint for all to access.</p> <p>Erik showed where on Moorpark’s website to find everything the standing committees prioritized and funded for 2021. All Program Plans and Resource Allocation Prioritization Lists are at the bottom of the Planning at Moorpark College page.</p> <p>Priscilla reminded everyone that requisitions for funded items for this year should be entered by February to have them ordered and received by the cutoff.</p> <p>Mary has not heard back from ACCJC in response to our Midterm Report. Oleg mentioned that MC is making good progress on the key item of disaggregating SLOs. Will revisit during the next meeting.</p>	<p>Will continue conversation next meeting.</p>
ANNOUNCEMENTS		
FUTURE AGENDA ITEMS		
Adjournment		
		<p>Priscilla motioned to adjourn and Jin Kim seconded. Approved unanimously.</p>