Educational Master Planning Committee
Friday, May 27, 2011, 10:00 a.m.
Room 2721

ATTENDEES

Members:

	Alfredo Cuellar		Becky Green	X	Bill Gay	X	Brian McNeece
	Bruce Seivertson		Carol Hegarty		Cathy Zazueta	X	Daniel Gilison
	David Drury		David Zielinski		Dawn Chun		Ed Gould
	Ed Wells	X	Efrain Silva	X	Eric Lehtonen		James Patterson
	Janis Magno	X	Rick Webster *(for John Lau)*		Jose Lopez	X	Jose Ruiz
X	Kathy Berry		Krista Byrd		Kseniya Kareva	X	Lianna Zhao
	Michael Heumann		Rick Goldsberry	X	Trini Arguelles		Suzanne Gretz
X	Taylor Ruhl	X	Ted Ceasar		Terry Norris	X	Tina Aguirre
	Todd Finnell	X	Toni Pfister		Travis Gregory	X	Alberto Izarraraz (ASG)
	Valerie Rodgers	X	Victor Jaime		Vikki Carr	X	Angie Gallo *(for. T. Gregory)*

Guests:

Recorder:

Linda Amidon

CALL TO ORDER

Meeting called to order at approximately 10:05 a.m. by Dean Taylor Ruhl, EMPC Co-chair. Dean Ruhl noted that the Educational Master Plan is way overdue and must be submitted to the Academic Senate next week and to the Board on June 15, 2011. VP Berry recommended the plan be submitted to the shared governance bodies and to the Board in July.

AGENDA ITEMS AND DISCUSSION

1. Report from SLO/SAO Committee. SLO Coordinator Toni Pfister reviewed all 31 comprehensive program reviews and completed a draft of the committee's report for review by EMPC. She discovered some issues with due dates for completion of SLOs in some of the program reviews. VP Berry noted that the SLO process is ongoing; however, assessment of SLOs must be completed by spring 2012.
2. Report from Staffing Planning Committee. No report. Angie Gallo attended the meeting on behalf of Travis Gregory. Linda Amidon reported that she received an email from Travis in which he asks EMPC to decide whether he should lead the Staffing Planning Committee (he and Suzanne Gretz are identified as a leads) or the Professional Development Committee. Although Travis is identified as the lead of the Professional Development Committee, VP Berry recommended that Travis concentrate on the Staffing Planning Committee. Dean Ruhl reported that Suzanne notified him that the Staffing Planning Committee report would be ready next week. Dean Efrain Silva also reported that Suzanne is concerned that the committee is not recognized as a standing committee.
3. Report from Professional Development Committee. Dean Aguirre stated that she assumed the Professional Development Committee would become the Flex/Staff Committee. VP Berry explained that a recommendation would have to be made to combine the committees since the Flex/Staff committee is a subcommittee of the Academic Senate, and the Professional Development Committee is a resource planning committee of the EMPC and represents the entire institution. Dean Aguirre reported that she was asked by Flex/Staff Development Committee faculty members to lead the committee instead of Travis. Representatives of all shared governance bodies are represented on the Flex Committee. Recommendations were made to add Dean Sergio Lopez, a student body representative, and the Flex Committee Chairs to the Professional Development Committee. The Flex Committee met several times and created a job description for Flex Coordinator that will be submitted to Academic Senate by June 1. Dean Aguirre will send email to the Professional Development and Flex/Staff committees regarding merging the two committees.
4. Report from Marketing Committee. Bill Gay stated that the committee would meet next week.

5. Report from Budget & Planning Committee. Committee Lead CBO John Lau was not present to provide a report. Committee member Dean Aguirre stated that members met and reviewed last year's report, and that confusion still exists regarding the committee's role. VP Berry explained that the committee has questioned whether it is responsible for planning. VP Victor Jaime, a member of the committee, noted that the leadership on the committee has changed, but the expectations of the committee remain the same. He reported that this year the committee has dealt primarily with the committee's role and the budget. Dean Aguirre and VP Jaime will discuss the Budget & Planning Committee's concerns regarding its role in the planning process with CBO John Lau.
6. Report from Technology Planning Committee. VP Berry reported that CTO Todd Finnell submitted the Strategic Technology Plan as the committee's resource plan report.
7. Report from Facilities Planning Committee. Committee Lead CBO John Lau was not present to provide a report. Committee member Dean Aguirre reported that the committee reviewed last year's report in preparation for writing this year's report.
8. Report from Student Services Committee. Committee Leads VP Jaime and Dean Ted Ceasar questioned the purpose of a Student Services resource planning committee. VP Berry provided a brief explanation and indicated she would meet with the leads next week to explain in more detail.

June 3, 2011, was established as the deadline for completing resource planning committee reports. EMPC co-chairs will meet June 10, 2011 to draft the Educational Master Plan Addendum. Before the addendum is submitted to the Board in July, EMPC members must review and vote on the addendum, and this could be done electronically. The addendum could also be submitted to the Academic Senate and College Council for an electronic vote. Academic Senators Daniel Gilison and Eric Lehtonen will see that approval of electronic vote is included on the agenda for the next Academic Senate meeting, which is the last meeting of the academic year.

ADJOURNMENT

The meeting was adjourned at 10:35 a.m. The committee will not be meeting over the summer.