Educational Master Planning Committee March 11, 2011, 10:00 a.m. Board Room

Attendees

Members:

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

Guests:

None

Recorder:

Linda Amidon

Call to Order

Meeting called to order at 10:00 a.m. by Kathy Berry, Vice President for Academic Services.

Discussion and Actions

VP Berry reported as follows:

> Status of Comprehensive Program Reviews

- All Annual Program Review reports (i.e., 2011-2012 budgets) have been submitted. The budgets are based on 2009-2010 actuals; however, some programs exceeded these amounts. Program compliance with budget criteria has been an issue since the existing program review planning process was implemented three years ago; the process has improved but we're not quite there yet. The recent reorganization may have contributed to the problem in that orgs had to be established for departments under the new divisions. Area Vice Presidents will begin reviewing the annual program review reports with the individual program heads.
- There are several comprehensive program reviews outstanding. A survey of EMPC members present at today's meeting was taken to determine where they are in the process. An extension of one week to Friday March 18 was initially granted and later changed to Friday March 31, 2011.
- The annual program reviews and the comprehensive program reviews received to date will be
 provided to the resource plan committees to begin review and summarization of requests included in
 the program reviews. The outstanding comprehensive program reviews will be provided as they are
 received by the Instruction Office.

Establishment of Resource Plan Committee

• The role of the resource plan committees is to review both the annual and comprehensive program reviews, summarize the requests, and recommend prioritization of these requests to the EMPC. Input from resource plan committees will be used to update the Educational Master Plan for 2011-2012. A subcommittee of the EMPC will be established to update the EMP, which process takes place annually. The 2009-2010 committees will reprise their roles in 2011-2012; however, member changes will occur due to staff retirements, resignations, and other changes. The resource plan committees include the following:

Staffing Plan Subcommittee: Suzanne Gretz, Jan Magno, Linda Amidon, Carol Lee, Carol Cortez-Ramirez, Becky Green, Sheila Dorsey-Freeman

Professional Development Plan Subcommittee: James Patterson, Ted Ceasar, Travis Gregory, David Zielinski

Marketing Plan Subcommittee: Efrain Silva, Bill Gay

Facilities Plan Subcommittee: John Lau, Ted Ceasar, Rick Webster, Robin Ying, Frances Beope, Dave Drury

Technology Plan Subcommittee: Val Rodgers, Robin Ying, <u>Todd Finnell</u>, Michael Heumann, Dawn Chun, Jose Ruiz, Taylor Ruhl, Jeff Cantwell, Gordon Bailey, Omar Ramos

SLOs Plan Subcommittee: Toni Pfister, Sidne Horton, Frank Rapp, Lisa Solomon, Mary Lofgren

Planning & Budget Committee: John Abarca, <u>Frances Arce-Gomez</u>, John Lau, Eric Jacobson, Kevin White

Student Services Committee (new committee recommended in spring 2010): Membership to be determined

Adjournment

The meeting was adjourned at 10:23 a.m. The EMPC will meet in two weeks on Friday April 1, 2011.

The Continuous Accreditation Readiness Team (CART) will meet in April to review progress on the collection of data which evidences the college's compliance with the accreditation standards.