# IMPERIAL VALLEY COLLEGE EDUCATIONAL MASTER PLAN COMMITTEE (EMPC) TUESDAY, NOVEMBER 27, 2012 3:00 P.M., BOARD ROOM

### Members:

√ Tina Aguirre Becky Green Ed Wells Leticia Pastrana √Efrain Silva Michael Heumann Todd Finnell Bill Gay Brian McNeece √James Patterson Rick Castrapel √Travis Gregory √Jill Nelipovich Rick Goldberry Trini Arguelles Carol Hegarty Marco Ortega (ASG) Cathy Zazueta John Lau √Sergio Lopez √Craig Blek √ Jose Lopez Sidney Rice √Daniel Gilison Jose Ruiz √Taylor Ruhl √Dave Drury √Kathy Berry √Ted Ceasar David Zielinski √Kevin White √Terry Norris

Recorder: Lou Ayon

## 1. Call to order

a. Meeting called to order at 3:07 p.m. by Dean Ted Ceasar, EMPC Co-Chair.

# 2. Approval of Minutes, 09/25/12 & 10/30/2012

M/S/C James Patterson and Kevin White to approve the minutes as presented.

# 3. Instructional Program Review

Co-Chair Ruhl requested Jill Nelipovich to explain the form. Jill provided information on Academic Program Evaluation form she has been working on. Discussion pursued on suggestions committee provided. James Patterson asked for clarification on definitions (exa. Competition Rates, Success Rates). VP Berry provided an explanation on what changes were done. She mentioned that it has been a combined comprehensive program review and the annual program review into one process and has been separated from the budget. Co-Chair Ruhl stated that this links the program reviews to the resource plans which are also part of the Educational Master Plan.

M/S/C Craig Blek and Dean Lopez for approval of form presented.

Special thanks to Jill Nelipovich for being positive, helpful, and getting us on track.

# 4. Non-Instructional Program Review

Co-Chair Ceasar reviewed the form again for non-academic programs. He showed the cover page with the mission statement and the second page which shows the goals and objectives which this committee approved which are being implemented this year. These are the goals that will align with the accreditation standards. Additionally, he reviewed the four goals that are currently adopted.

Co-Chair explained that instead of Student Learning Outcomes (SLOs) it is Service Area Outcomes (SAOs) – these are due by the department in the beginning of

September. For the non instructional programs they may have different data that they are looking for. Different department should have different data that is pertinent to their program but we want every department to be looking at data and use that data in an analysis for improvements in their program. The next is the analysis of the data. There were no questions.

M/S/C Dean Lopez and Dave Drury for approval of form presented.

# 5. New Goals and Objectives

Co-Chair Ceasar mentioned that the educational master plan is updated every year and its goals are in place for three years. Dean Aguirre asked if there was a way to incorporate the information of the updates to all users. She suggested that it be done through the President's Update which is sent to the campus community.

Dean Silva asked if there were thoughts about rewording the Mission Statement. Discussions regarding the possibility of having the Board review a revised Mission Statement pursued.

## 6. Timeline

Co-Chair Ruhl requested moving the deadline for the Annual Program Review from January 13 to February 1. He added that the date cannot be made later than that because it needs to go to the resources committees. Asked if everyone can was in agreement with the February 1 date; all concurred.

Jill Nelipovich stated that she could send out the information as she receives it. There was discussion about sharing the information before the deadline with other faculty and staff involved. Co-Chair Ruhl asked if she could send a copy of what has been finalized.

# 7. Meeting adjourned at 3:47 p.m.