Educational Master Planning Committee (EMPC)
Friday, February 17, 2012, 9:00 a.m.
Board Room

ATTENDEES

Members:

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

Guests:

Rudy Robles, Student

Recorder:

Linda Amidon

CALL TO ORDER

Meeting called to order at 9:05 a.m. by Dean Taylor Ruhl, EMPC Co-chair.

AGENDA ITEMS AND DISCUSSION

1. **Minutes of October 7, 2011, Meeting**
   - M/S/C Seivertson/Castrapel to approve the minutes of the October 7, 2011 EMPC meeting as presented.
2. **Goals Subcommittee Update**
   - Subcommittee chair Bruce Seivertson:
     - reported that he, Terry Norris, Dawn Chun, and Trini Arguelles met regularly to develop the goals and objectives
     - noted that the focus of the goals and objectives is student success
     - explained that the goals and objectives represent a big departure from previous goals and objectives in that Key Performance Indicators (KPI) Targets are included
     - emphasized that the goals and objectives drive the planning process
   - EMPC Goals and Objectives presented to EMPC for review and comment (see attachment). Discussion, comments, and recommendations included the following:
     - work on Goal 3 (***Develop Resources and Increase College Effectiveness): Develop and manage human, technological, physical and financial resources to effectively support the learning environment***) to address financial picture (a balanced, sustainable budget), facilities, and five success data elements (gender, age, ethnicity, socioeconomic status, mode of delivery (DE), time of day (day vs. evening students)
     - concern was expressed regarding whether the goals and objectives are measurable
   - Bruce Seivertson was asked to present the goals and objectives, revised as recommended by EMPC, at the next EMPC meeting for adoption.
3. **Program Review Reports from Departments/Programs**
   - EMPC Co-chair Taylor Ruhl:
     - reminded EMPC that today is the deadline for annual program review. Linda will send an email to all users
     - announced that Tutorial Specialist Terry Norris and Reference Librarian Frank Hoppe would write the Education Master Plan

- VP Berry provided a brief description of the comprehensive program review process

4. **Revised Deadlines**
   - Co-Chair Ruhl:
     - provided a brief description of the remaining program review planning activities:
       - Resource allocation plans out in March
       - Educational Master Plan presented to shared governance groups and Board in May
     - emphasized that the deadlines are more serious this year due to the earlier end date for the spring semester
5. **Meeting Schedule**
   - EMPC will meet March 2 and 23 at 9:00 a.m.
   - CART will meet March 9 and 16 at 10:00 a.m.
6. **Other Items**

   No other items presented
7. **Adjournment**
   - The meeting was adjourned at 9:41 a.m.