

**EDUCATIONAL MASTER PLAN COMMITTEE
MINUTES
FRIDAY, DECEMBER 15, 2008, 1:30 A.M., BOARD ROOM**

Present:	Jesus Esqueda	Gonzalo Huerta	Suzanne Gretz
	Melani Guinn	Frank Rapp	Taylor Ruhl
	Efrain Silva	Jan Magno	Allyn Leon
	David Drury	David Zielinski	Ted Ceasar
	Jose Lopez		
Absent:	Val Rodgers	Victor Jaime	Lianna Zhao
	John Lau	Robin Ying	Tina Aguirre
	Mary Lofgren	Frances Beope	
Guests/Visitors:			
Recorder:	Linda Amidon		

The following discussion and action took place during the meeting:

- Kathy distributed the accreditation timeline and reported she had worked on the timeline with the vice presidents; she noted that the schedule is very tight. She solicited a faculty member to serve as co-chair to work with her on the accreditation Progress Report and the Educational Master Plan. She briefly described some of the duties of the co-chair and stated that if there was no volunteer forthcoming an appointment of a co-chair would be made in January.
- Members reviewed the timeline. Kathy informed members that it is the accrediting team's position that SLO's (i.e., identification of SLO's for all courses and programs, data collection and evaluation) must be completed by October 15, 2009. However, it is Dr. Gould's belief that this interpretation is inaccurate, that SLO's must be completed by 2012, and he will be protesting it at the Commission's meeting in January. Kathy stated the timeline for Recommendations 2 and 4 have been written based on the Commission's current position that SLOS must be completed by 2009. Kathy suggested it would be best to work in groups on the various components of the Educational Master Plan. She outlined the process, stating that In January the component subheadings would be determined and the various sections assigned to groups. Suzanne volunteered to edit the Educational Master Plan and Progress Report to ensure it is written with one voice; Frank Rapp will assist with editing.
- Members reviewed the revised Program Review form, which Kathy explained included two additional columns, SLO/PR Outcome and Funded/Priority. These revisions were suggested by Carlos Fletes, Director of Fiscal Services. Kathy reminded members that program reviews are due January 15, 2009.
- Discussion regarding meetings during winter intersession took place, and the committee agreed to meet January 14, 2009 at 3:00 p.m.
- Kathy stated there is some confusion with regard to the responsibilities of the Educational Master Plan Committee and the documents it is charged with completing. She clarified the EMPC's role and stated the committee would complete the Educational Master Plan and the Progress Report.

Adjournment: 1:58 p.m.