

Educational Master Planning Committee

Minutes from meeting of December 9, 2010

Members Present: Rosi Enriquez, Jim Isbell, Sean Phaykapong, Randy Scott, Alex Taber, Roberta Tragarz, Leigh Ann Unger, Joyce Wagner, John Weispfenning

Guests: None

The meeting started at 1:30pm.

Committee Business

The minutes from the 10/28/2010 meeting were passed.

The committee suggested that the 2008-2010 program reviews should be posted on the H: drive under Department Directories so that they are available to the college community but still password protected. The EMPC will send out an email to departments and programs suggesting a last look and possibly editing before the program reviews are posted. March 1, 2011 was the suggested deadline. The program reviews should be saved as .pdf documents before uploading.

The departments' prioritization request lists from Fall 2010 should be forwarded to the Vice President of Academic Affairs and then to the EMPC. From the EMPC, a master list will be forwarded to College Council.

The suggestion that the program reviews be staggered so that 1/3 of departments submit program reviews each year was discussed. This would undermine the relationships expressed in the Long Term Planning Highlights document that the 2009 Accreditation Task Force generated. A suggestion was made that all the program reviews be completed at once and that the EMPC could do a quick read through them to flag departments that have issues that need to be addressed first. These departments would be discussed first and the remainder could be discussed over the next year or two.

The committee looked at the most recent draft of the ACCJC Rubric for Evaluating Institutional Effectiveness with the column for Ideal Vision of Full Implementation at SCC. The suggestion was made that the EMPC compile a list of 5-10 items that the College really needs to pay attention to and share this with College Council.

The need for an Administrative Services program review template was raised. It was suggested that the EMPC come up with a suggested template draft for Administrative Services and Steve Kawa could use this as a starting point and modify it. Alex Taber agreed to obtain 2-3 examples of administrative services program reviews and administrative services learning outcomes.

The meeting ended at 3:00pm.

Subsequent meeting dates for the EMPC during the 2010-2011 academic year are listed below. The EMPC meets in E-308 from 1:30pm-3:00pm.

1/27

2/10

2/24

3/10

4/14

4/28

5/12