

**Minutes of the Education Master Plan Committee Meeting  
March 27, 2014  
Roberta Tragarz and Aaron Voelcker, Co-Chairs**

**Attendance:** Debbie Brooks, Alex Taber, Rudy Tjiptahadi, Rebecca Mikhail (student representative); Phil Crabill, Eden Quimzon, Linda Armbruster, Theresa Buck, Dora Contreras-Bright, Melinda Womack, Marilyn Flores

**Guest:** Marcelo Pimentel

Santiago Canyon College  
**Mission Statement**

Santiago Canyon College is an innovative learning community dedicated to intellectual and personal growth. Our purpose is to foster student success and to help students achieve these core outcomes: to learn, act, communicate and think critically. We are committed to maintaining standards of excellence and providing an accessible, a transferable, and an engaging education to a diverse community.

AGENDA ITEM	DISCUSSION	TASKS/FOLLOW-UP
1. Approval of Minutes of February 27, 2014  Approval of Minutes of March 13, 2014		The minutes were approved without dissent (moved by <b>Melinda Womack</b> and seconded by <b>Eden Quimzon</b> ), with two (2) changes.  The minutes were approved without dissent (moved <b>Eden Quimzon</b> and seconded by <b>Theresa Buck</b> ), with one (1) change.
2. Philosophy APR Discussion Preparation	Aaron Voelcker: <ul style="list-style-type: none"> <li>• What are the most important questions?</li> <li>• Is the EMP changed with monitoring?</li> <li>• The quality of the APR</li> </ul> The EMPC can offer comments and we can ask questions.  Rudy Tjiptahadi: Bad English Department Review  Marilyn Flores: Help – general statement and the Dean can follow up  Rudy Tjiptahadi: Aaron should since he is the furthest from a peer and not in the chain of command.  Alex Taber: #4 3 about exit exam (Phil #2)  Linda Armbruster: Occupation question 22% or higher  Dora Contreras Bright: Use Eureka	

	<p>Phil Crabill and Dora Contreras Bright: How did the department identify Philosophy majors which were assessed in Spring?</p>	
<p>3. Philosophy APR Discussion with Marcelo Pimentel</p>	<p>Debbie Brooks: #3 summary report – online</p> <p>Rudy Tjiptahadi: Part IV, Section 1, 3 AT</p> <p>Dora Contreras Bright: Par Vi, 4 ROT</p> <p>Discussion with Marcelo Pimentel:</p> <p>Aaron Voelcker: TY on behalf of Committee. 2<sup>nd</sup> update &amp; revised APR</p> <p>Rudy Tjiptahadi: Provide list to member</p> <p>Aaron Voelcker: Read commendations; add link to Eureka on template; add one commendation: dialog for SLOS; hoping with/in APR to see more &amp; examples</p> <p>Phil Crabill: is exam given after 2<sup>nd</sup> class?</p> <p>Marcelo Pimentel: 2<sup>nd</sup> different program SLOS to 2 or more; exit exam: for major only; how to do program? 2+ assessment via essays; exit: majors not just 2</p> <p>Phil Crabill: identify by major through Department</p> <p>Marcelo Pimentel: Yes, done at end.</p> <p>Phil Crabill: Factors think suggest contribute to 90</p> <p>Marcelo Pimentel:</p> <ul style="list-style-type: none"> <li>• Difficult not to brag</li> <li>• Students say outstanding</li> <li>• Major students connect with full-time instructor</li> <li>• Community and connection over the years</li> <li>• Students are very committed</li> <li>• Classes: 3 Full-time instructors, talk a lot about teaching</li> </ul> <p>Marilyn Flores: F.U. how is exit exam different?</p> <p>Marcelo Pimentel:</p> <ul style="list-style-type: none"> <li>• PSLOs 2 questions: content &amp; methodologies</li> </ul>	<p>.</p>

- major sb – exam: expanded and specified content
- take home, not controlled

Rudy Tjiptahadi: Upload to Turnitin.

Marilyn Flores: Approximately how many do exit exam?

Marcelo Pimentel: Two per year.

Rudy Tjiptahadi: Exit also used for PSLO assessment.

Marcelo Pimentel: Need to make it distinct.

Rudy Tjiptahadi: Done annually.

Marcelo Pimentel: When they have a major.

Marilyn Flores: Any way to incorporate to gain a larger sample size?

Marcelo Pimentel: We are thinking about embedding.

Alex Taber: Part IV, 3. Specific examples

Marcelo Pimentel: Part-time faculty:

- David Kelsey – test review, quick review of previous class; part-time faculty
- Carlos Calgado – review sessions, rough draft with feedback; personally tried draft submission 1 – 2 weeks
- Doug & Jim: Can't recall; can search minutes/notes

Alex Taber: As a whole did the department make

Marcelo Pimentel: No textbook, assignments; Doug Deaver reviewed papers for plagiarism; years ago – extra review with writing

Dora Contreras Bright: Part VI, #4

Marcelo Pimentel: not well coordinated with library

T?: What can you do to work with the library?

Marcelo Pimentel: View: use the books already in; Philosophy, hard to read at

	<p>introductory level; tough for students to read, John Locke; trying to understand logic, fallacy</p> <p>Theresa Buck: if you need books students can use, let the library know</p> <p>Dora Contreras Bright: Program review question.</p> <p>Debbie Brooks: Have you tried coordinating with Reading Department?</p> <p>RT: Is there a prerequisite?</p> <p>Marcelo Pimentel: Can add a recommendation for a prerequisite.</p> <p>Marilyn Flores: Non English writing lab, Academic Success Center – Kurswell</p> <p>Debbie Brooks: Look at rosters, pre &amp; post for English placement</p> <p>Marcelo Pimentel: Emailed CR online offering thinking about Distance Education; issue: Philosophy is dialogue and in person challenge/support quick dialogue; Ancient Greek, Academy/Aristotle</p> <p>Debbie Brooks: Have considered asking Technology for Skype or similar?</p> <p>Linda Armbruster: A lot of discussion online; classroom – quick &amp; assertive participation; online: more reserve participate may not have volume – trade quantity to quality</p> <p>Marilyn Flores: Contact other colleges</p> <p>Marcelo Pimentel: Part-time faculty member Mike Monge doing online at Long Beach City College.</p> <p>Aaron Voelcker: One question asked to all: What did you think?</p> <p>Marcelo Pimentel: Not nervous – Committee always civil, rationale and kind; pleasant – TV; welcoming and cool; comments help, especially in electronic form – pure; feed back – great! Comm. then feedback</p> <p>Aaron Voelcker: Would you like electronic copy?</p>	
4. Report from PIE	Aaron Voelcker: The PIE meeting before last – end of meeting talking points to	

<p>Committee</p>	<p>communicate same point:  Three points:</p> <ul style="list-style-type: none"> <li>• The Committee created a draft rubric for this year.</li> <li>• The Committee is practicing using the rubric on top 20 prioritized requests from last year. A vote will occur to employ the rubric to this year process.</li> <li>• The deadline is April 16 for all department/units to submit their prioritized list to the Vice Presidents</li> <li>• The Joint Chairs will submit their list to the Vice President, Academic Affairs, who will submit it to PIE.</li> </ul> <p>Melinda Womack: #2, rubric put into place into last year’s top 20?</p> <p>Aaron Voelcker: The first rubric was developed for next year and is still in draft form. It was scaled down for the current year to try 20.</p>	
<p>5. EMP Midterm Update template</p>	<p>EMP Midterm Update template; update on screen – draft #2</p> <p>Aaron Voelcker: Any suggestions?</p> <p>Marilyn Flores: Approved Hawk logo?</p> <p>Aaron Voelcker: Yes.</p> <p>Marilyn Flores: Each file sent to appropriate party and then sent back?</p> <p>Aaron Voelcker: Yes</p> <p>Marilyn Flores: Goal #2 – what if the Dean and Department Chairs answer differently?</p> <p>Aaron Voelcker: In EMP, identified multiple responsible parties.</p> <p>Marilyn Flores: Collaboration</p> <p>Aaron Voelcker: Could be/ should be – collective conflict should be resolved.</p> <p>Debbie Brooks: Dean ensure work gets done. Currently reads Dean do the work.</p> <p>Marilyn Flores: Concerned with Dean “adjusting” curriculum – should only facilitate/review</p>	

	<p>Aaron Voelcker: To clarify, you would like to change the Deans' role to "supporting role."</p> <p>Debbie Brooks: Deans have different action item?</p> <p>Aaron Voelcker: Cannot change</p> <p>Alex Taber: Isn't offering dean role</p> <p>Rudy Tjiptahadi: Need to make sure it is clear.</p> <p>Debbie Brooks: Dean (offering) &amp; Department Chair (curriculum)</p>	<p>A motion was made to approve the updated template and was approved without dissent (moved by <b>Rudy Tjiptahadi</b> and seconded by <b>Melinda Womack</b>).</p>
<p>6. Publishing APR to EMPC website Discussion</p>	<p>Aaron Voelcker: Publishing APR to EMPC Website; p other institutions, Student Services here</p> <p>Marilyn Voelcker: This cycle or future?</p> <p>Aaron Voelcker: Any document produced by College Council is public.</p> <ul style="list-style-type: none"> <li>• Last year asked R &amp; P groups and listserv</li> <li>• Overwhelming do post</li> <li>• From Research</li> </ul> <p>Opposite: Jeopardize authentic review</p> <ul style="list-style-type: none"> <li>• Accreditation review efforts in evidence to find important planning documents</li> <li>• From this Committee: should or should not</li> </ul> <p>Marilyn Flores: Portion guidelines, summary, intra-link doesn't want to jeopardize. (1<sup>st</sup> two pages, &amp; summary)</p> <p>Rudy Tjiptahadi: Need to notify to ask permission.</p>	
<p>7. Spring Semester Meetings</p>	<p>April 24: Physics/Engineering with Craig Rutan</p> <p>May 8: Reading with Mary McMullin</p> <p>May 22: To be determined</p>	
<p>Meeting adjourned</p>	<p>4:08 p.m.</p>	
<p><b>Next meeting</b></p>	<p>Wednesday, April 23, 2014, 2:30 – 4:00 p.m., E-308</p>	