

**Educational Plan Subcommittee**  
**East Los Angeles College**  
**Minutes**

Tuesday, October 17, 2006

Present: Karen Daar, Suzette Morales-Guerra, Danelle Fallert, David Beaulieu, Al Rios, Renee Martinez, Dennis Villacorte, Leonor Perez, Dean Athans, Anthony Samad, Oscar Valeriano

Guests: Lisa Stallworth, Lisa Deutsch

- I. **Call To Order:** The meeting was called to order at 2:10 p.m.
- II. **Approval of September 19, 2006 Minutes:** *M/S/P (L. Perez/D. Beaulieu)* to approve the minutes of September 19, 2006.
- III. **Counseling Issues:** D. Beaulieu reported that counselors and teaching faculty, 40 people in all, met the week before to discuss issues relating to transfer. The group determined that greater communication is generally needed between departments and counselors. They recommended that workshops for majors be planned and conducted jointly by Counseling and the departments, unlike in the past, when they were done by Counseling alone. D. Beaulieu also informed the EPSC that the Joint Hires Committee is open to reviewing non-credit, library and counseling faculty requests, and that student services will need to decide whether or not they want to participate in the process.
  - a. S. Morales-Guerra stated that the Child Development Associate degree does not fit easily into the CSU for those wanting to be Elementary School Teachers. As a result, students are unable to meet the requirements of both. In contrast, the Administration of Justice Associate degree fits nicely for those wanting to go to CSULA.
  - b. O Valeriano informed the EPSC that a new DSPS manager position has been approved for the campus to replace the interim position. A Program Review recommendation spurred the request to fill this certificated position, which has been vacant for over three years. Down the line, he will also place a request for a Financial Aid Manager. He further informed the EPSC that a workshop is planned for instructors who have deaf students in their classes.
- IV. **Student Learning Outcomes Committee:** A. Samad distributed to the EPSC a document listing the college's proposed SLO core competencies, including Academic Skills, Personal Growth and Enrichment and Cultural and Global Appreciation. The draft also listed a proposed SLO mission statement. These items were distributed to the campus community last May, and will be subject for approval at the next EPSC meeting. K. Daar explained that once the Academic Senate and the EPSC have approved these items, they could then be forwarded to the ESGC. Discussion ensued about how to measure such items as "ethical and moral decision-making", having "responsibility for own

mental health”, and becoming “enlightened world citizens”; levels of responsibility student services and administrative services will need to fill to support these areas; and how long the student will take to achieve these competencies.

a. A. Samad emphasized that the college is responsible for socializing students into the “college culture”, and must integrate students into campus life. The college needs to create an environment in which students develop an academic frame of mind.

b. L. Perez suggested for the draft to be sent to the Associated Students Union via the Associate Dean of Student Activities. She also emphasized that accreditors look for statements that can translate to measurable actions. The Educational Plan needs to guide the campus at-large to ensure that students become competent in these areas.

c. D. Beaulieu stated that although students interacting with student services and administrative units could develop many of the skills listed outside of the classroom, an argument can be made that the acceptance of the SLO competencies is more of a Senate prerogative.

V. **Homegrown Early Alert:** K. Daar explained that the current early alert system is tied in with the district’s census rosters, and are due the third week of the semester. It very difficult for faculty to make use of the system, since it is difficult to ascertain the trouble their students might be experiencing so early in the term. She suggested that a homegrown early alert system be developed at East for faculty to send alerts to students later in the semester.

a. S. Morales informed the EPSC that, in the past, the district had discussed making the exclusion roster and early alert system available online. She also informed the EPSC that Valley is doing a pilot SARS grid. Students are telephoned and emailed with early alert, but it was time consuming for instructors to manually input students’ names. She emphasized that students benefit from receiving email, letters and phone calls throughout the semester.

b. D. Beaulieu suggested that the college needs an overarching plan of student support that incorporates all areas of student services. He will bring these issues to the Student Success Committee to be looked at comprehensively. He also reminded the EPSC that the new ACE system would also allow faculty the opportunity to email students about their progress.

c. D. Frise cautioned that email is not always the best conduit to receive bad news.

d. D. Fallert stated that part of the college culture is for the student to get used to the fact that much information is disseminated through email.

VI. **Technology Plan:** K. Daar distributed a preliminary draft of the revised Technology Plan to the ESPC as an aid in its creation of the new Educational Plan. The Research and Planning Office also distributed the draft to the TPSC.

VII. **Program Review and the Educational Plan:** L. Perez distributed a working draft of the revised Educational Plan. She also distributed a draft of the

LACCD Strategic Plan in which the college has been instructed to use as a template in creating its own plan. She asked the EPSC to determine which objectives from the district's plan should be applied to the college's plan. Her personal goal is to translate the strategies discussed throughout the past few years at the college into the educational plan, so that it can act as a global picture of the college and thus can be used like a roadmap. She also suggested that for each action listed, a college office should be designated as being accountable.

Meeting adjourned 3:35 p.m.

Respectfully Submitted,

Karen Daar, EPSC Co-chair