

Educational Plan Subcommittee
East Los Angeles College
Minutes

Tuesday, March 20, 2007

Present: Karen Daar, Cathleen Rozadilla, Suzette Morales-Guerra, Renee Martinez, David Beaulieu, Gayane Godjoian, Daniel Ornelas, Oscar Valeriano, Danelle Fallert, R. Moyer, A. Samad, Ran Gust

- I. **Call To Order:** The meeting was called to order at 2:10 p.m.
- II. **Approval of February 20, 2007 Minutes:** Not available. Postponed to the next EPSC meeting April 17, 2007.
- III. **Institutional Effectiveness Committee?:** K. Daar relayed to the EPSC the Dean of Research and Planning's suggestion to develop a campus oversight committee to ensure that the institution is running smoothly in regards to Program Review, SLO development and other related matters. Further discussion was postponed to the next EPSC meeting April 17, 2007, when the Dean of Research and Planning would be able to discuss the concept further. However, D. Beaulieu suggested that the functions of this proposed committee actually fall under the purview of the EPSC, and that there may be confusion in having a local committee by the same name, and analogous in function, as the District committee associated with the District Strategic Plan and Accreditation.
- IV. **SLO Committee:** A. Samad presented to the EPSC a reassessment of the staffing needs to pick up the pace of implementing SLOs in compliance with self-study and accreditation activity that is coming up December 2008-March 2009. He also distributed a work plan explaining how SLOs will interface with ELAC's existing student services, administrative services, and faculty planning processes. If accepted, staffing will maintain .6 reassignment for the SLO Coordinator, adding three SLO facilitators at .4 each to work with vocational/academic departments and student/administrative services units.
 - a. D. Beaulieu clarified that SLOs should be viewed as being more global than course objectives, and noted that it was recommended that each course should have three to five SLOs.
 - b. K. Daar informed the EPSC that since the SLO development process and its implementation and assessment procedures may vary significantly from college to college in response to differing student populations, the Curriculum Committee and the SLO Committee both agreed that SLOs should be addendums to existing course outlines of records, but not embedded within them.
- V. **Program Review and Revised Educational Plan:** K. Daar informed the EPSC that the college President plans to obtain an outside consultant, Jacobs Planning Department, to assist integrating the facilities, educational and technology plans into an institutional strategic plan. The President had created an initial steering committee, which will in turn create a larger body to

provide oversight to the development of the college's master plan. K. Daar also conveyed Leonor Perez statements, via email, regarding how the External Scan Data (mainly the Madrid External Scan data provided by the district) and a timeline for when the college will check the progress of each objective by its given measure are both still missing from the educational plan. Also, when the Associate Dean of Research is finally hired (and with the help of a consultant), all objectives listed in the Educational Plan will be reviewed to ensure that each is measurable. D. Beaulieu expressed his concern that the Dean of Research and Planning has not attended the last many EPSC and other campus committee meetings. These meetings should be made a priority for attendance to ensure an accurate and effective educational plan. He also reminded the EPSC that it is the Senate's purview to approve planning processes, and questioned the right of the President to work on his own in getting an outside consultant. K. Daar also distributed responses from the Research and Planning Office to comments and questions she submitted three months before. The EPSC agreed to make the following changes to the suggested revisions to the current draft of the educational plan:

- a. 1.2f—delete
- b. 1.2h#3—change to “Align non-credit courses to ease students’ transition into credit curriculum”
- c. 1.2j—change to “Offer and create skills certificates and a fast-track schedule to appeal to incumbent workers....”
- d. 1.5c—incorporate the concept of online students obtaining student services
- e. 2.4k— delete “the” after “including” and revise accordingly to address that reading assessment does currently exist
- f. 2.16b—the EPSC was unclear of the meaning of this phrase. One member suggested that perhaps the issue related to specially-funded programs and the need to cooperate in creating joint proposals for grants so to strengthen weaker colleges. However, if this is indeed the issue, would it be an appropriate item to list in East's plan?
- g. 2.1f— add “tracks and/or” before “themes”
- h. 2.2a—the EPSC was unable to make sense out of this item and asked for a clarification from the Research and Planning Office
- i. 2.4g—elaboration is needed to convey the institution's commitment to promote a process to ensure that students initially take basic skill courses

- VI. **Implementation Strategy: Responsibilities:** Discussion postponed to the next EPSC meeting April 17, 2007.
- VII. **Proposal to Switch to a Six-Year Educational Plan:** Discussion postponed to the next EPSC meeting April 17, 2007.
- VIII. **Student Success:** D. Beaulieu announced that the Transfer Committee is scheduled to take place the following day at 1:30 in E7-315. He also announced that the college is able send up to 18 participants to the La Guardia Workshop on Friday, April 13. A. Samad announced that the State Academic Senate's SLO Coordinator workshop is on the same day.

- IX. **Distance Learning/Education Committee:** Postponed to the next EPSC meeting April 17, 2007.
- X. **Items from the Floor:** O. Valeriano recommended for East to establish online assessment since a number of its sister campuses are already doing so. S. Morales-Guerra responded that the English and Math Departments must first select computerized assessment instruments, and then each instrument needs to be piloted and researched in order for East to use. The Research and Planning Office, once a researcher is hired, can then validate the instruments. She also stated that first priorities are to get Reading courses into the placement model, and then move forward with the Chemistry placement test.

Meeting adjourned 3:45 p.m.

Respectfully Submitted,

Karen Daar
EPSC Chair