Educational Plan Subcommittee
East Los Angeles College
Minutes

Tuesday, May 20, 2008

Present: Richard Moyer, Renee Martinez, Oscar Valeriano, Kerrin McMahan, Karen Daar, Leonor Perez, Daniel Ornelas, Gayane Godjoian, Alex Immerblum, Steve Wardinski, Cathleen Rozadilla, Ran Gust, Suzette Morales-Guerra, Jeff Hernandez, Anthony Samad

Guests: Kim Misa, Barbara Dunsheath

I. Call to Order: The meeting was called to order at 2:10 p.m.

II. Approval of EPSC February 19, 2008 Minutes: M/S/P (A. Immerblum/O. Valeriano) to approve the minutes of February 19, 2008.

III. Approval of EPSC March 18, 2008 Minutes: M/S/P (S. Morales-Guerra/G. Godjoian) to approve the minutes of March 18, 2008 adding G. Godjoian and S. Morales-Guerra to list of attendees.

IV. Approval of EPSC April 15, 2008 Minutes: M/S/P (J. Hernandez/S. Morales-Guerra) to approve the minutes of April 15, 2008 with minor changes.

V. Research Prioritization—List of Items to be Provided by L. Perez: R. Moyer suggested that a list of research items with associated deadlines or annual timelines for completion by the Office of Research and Planning might have implications in how the EPSC prioritizes action items in the educational plan. The EPSC continues its request to be provided with this list of items categorized by the Office of Research and Planning as low-middle-high priority.

VI. Revised Educational Plan—Prioritization: A. Immerblum suggested for the Educational Plan taskforce, including R. Martinez, R. Moyer, A. Immerblum, L. Perez, K. Daar, J. Hernandez, O. Valeriano and R. Gust, be reconvened to prioritize action items after the Basic Skills visiting consultation team sunshines its report on June 11.

VII. SLO Committee—Trac Dat and Retreat: A. Samad reported to the EPSC that Trac Dat software has been approved for purchase. He also reported that due to concerns that the college will not complete its goal to have at least 40% of its course offerings with SLOs this year, growing to 75% by the next, the SLO Committee recommended a college-wide retreat to take place Thursday, June 27th and Friday, June 28th devoted solely to completing this goal. Discussion ensued on whether or not it was even feasible to reserve a location and convene at least two members from each discipline/unit for a 2-day retreat within such a short timeframe.

a. R. Martinez suggested that East could ask Pasadena College’s Academic Senate President to walk East through how that college had
conducted its retreat which enabled the faculty to create SLOs for 100% of their courses.

b. L. Perez stated that in order for her office to provide appropriate assistance to units and for the retreat to work effectively, she needed to know which stage each unit was at in its SLO development at least 2 and half to 3 weeks in advance. She also reminded the EPSC that this activity would take time away from her office’s other activities, including preparing for the accreditation self study.

c. R. Moyer stated that the college cannot afford to put off any more time in this endeavor as A. Samad will be off-task by July, and because President Moreno requested for SLOs to be completed as soon as possible. He clarified that SLOs should at least be created for all lynchpin/gateway courses.

d. A. Samad emphasized that the strategic role of the Office of Research and Planning involves two primary activities: linking unit SLOs into Institutional SLOs (Core Competencies) and showing how the latter link with the institutional mission. The Office of Research and Planning could also assist faculty with the development of appropriate assessments of their course and program SLOs. He further stated that colleges reviewed by East--such as Cabrillo, Rio Hondo, Pasadena and Mt. SAC—each had shown dedicated research and planning support was essential for an effective SLO program, but this is absent from East’s model. A. Samad also stated that the college can show accreditors that we already have units (namely English, Chemistry, Anthropology, and History) that are well on their way to the second cycle. Rather than appearing that the college rushed to develop its SLOs, the visiting team will see an established a strategy that has brought about significant incremental rises in the development of SLOs across campus each year. The college will also be able to show that it has increased its allocation of resources over the last four years toward making SLOs a campus priority.

e. B. Dunsheath emphasized that faculty need to be presented with the view that SLOs are primarily about improving student success and require full buy-in college-wide with institutional support.

VIII. **Student Success Committee—Update from A. Immerblum:** A. Immerblum distributed to the EPSC for approval the Student Success Committee’s bylaws. K. Daar expressed her general concern that requiring an 18-person quorum for this committee might be too high. A. Immerblum responded that the bylaws could be revised or updated at any time, if needed. **M/S/P (R. Gust/O. Valeriano)** to approve the Student Success Committee Bylaws. A. Immerblum further informed the EPSC that the consulting team will be meeting with the Student Success Committee June 11th to present the report in E7-315 at 1:45.

IX. **Grant Review Taskforce:** Postponed to the next EPSC meeting.

X. **Program Review and the Educational Plan—Resource Allocation/Budget Ties:** Postponed to the next EPSC meeting.
XI. **Definition of Retention/Enrollment Management**: Postponed to the next EPSC meeting.

XII. **Strategies for Meeting the Needs of Older Populations**: K. Daar distributed to the EPSC the article “Older Students are Hot New Thing on California College Campuses”. Further discussion on this topic is postponed to the next EPSC meeting.

XIII. **Items from the Floor**: None.

Meeting adjourned 3:30 p.m.

Respectfully Submitted,

Melissa Rabago  
Senior Office Assistant, Academic Affairs  
And Karen Daar, EPSC Co-Chair