



## Educational Planning and Oversight Committee (EPOC)/ ASC (Accreditation Steering Committee) ASC

May 29, 2018  12:50-1:50  Hall of Fame

Members present: Tucker Amidon, Hayley Ashby, Stephen Ashby, FeRita Carter, Debbie Cazares, Juliana Lueng, Regina Miller, Susan Mills, Eddie Perez, Kathleen Sell, Ginger White

Guests: Sandy Baker, Wendy McEwen, Kristi DiMemmo, Rogelio Ruiz, Irving Hendrick

I. Approve Agenda – M/S/C – Carter/Amidon

II. Approve Minutes from May 3<sup>rd</sup> meeting – M/S/C – Carter/White - approved by consensus

- C. Farrar reported that she attended the 5/3/18 meeting.

III. Chairs' Report—S. Mills and K. Sell

a. Guided Pathways and Mapping

- Handout – latest update of pillars, what is accomplished and what needs to be accomplished.
- Wendy has reviewed the information, corrected formats, cataloged information.
- CTE maps are going into the catalog.
- Homework due date is August 17, 2018. Primarily student services related.
- Kathleen and FeRita will work on the homework over the summer
- ERP consulting firm information will be helpful. Highlight the complications.

b. AB 705

- Math, English, ESL, Counselors. CAP institute this summer will focus on AB 705. Where we are next fall.

c. Election results for Strategic Planning for next year

- Handout – will get materials out to everyone
- Updates from each council, then update master plan. Received update from RDAS
- Give Kathleen updated master list of all leadership councils
- Send Kathleen year end results

d. Leadership Council & Strategic Planning Survey

- Broader strategic planning survey will go out.
- Need updated activities and objectives for the leadership councils; specific survey will go out.
- Newsletter in progress.

IV. New Business

a. Reports on progress from each standard/ discussion—all

- Everyone received drafts

Standard I – S.Mills, W. McEwen, R. Miller met, discussed with IELC, filled in pieces, website, catalog in progress of known issues.

Standard II a, II b. II c. - Student services and engagement centers

11b. E. Perez is trying to work with staff to have email conversation.

II c. Is integration with II b.

Standard II a – K. DiMemmo still working on gaps and information.

Standard III - Facilities was submitted. C.West will take care of the content and T. Amidon will review.

Standard IV a. M. Sellick –

- Working on the policy process.
- Need to have a policy manual that can be given to the stakeholders at the colleges.
- Communication issues.
- Regular meetings to better formulate policy information.
- Take issues to district strategic planning.

Standard IV b S. Mills

- Discussion on the role of the President in the SP bylaws.
- Send Kathleen any issues of the bylaws.
- Reviewing other colleges communiques from the President. We have PLT but no longer have minutes from those meetings. Accreditation planning meetings have documented notes but not minutes. May need to look at illustrating the communication better.

Standard IV d - Submitted by district

- Hayley felt that we are in good shape
- b. Accreditation next steps—Hayley
- Handout – activities for the remainder of the semester and fall. Dates and deliverables.
  - Pull together information talked about today related to the standard drafts, send out June 7<sup>th</sup>
  - Kathleen and Hayley will look at drafts.
  - July and August looking at the ISER drafts.
  - Identify common themes.
  - Updates to the accreditation website, preparing for flex.
  - Fall come up with 2<sup>nd</sup> draft and provide workgroup and councils evidence.
  - End of December complete ISER draft.
- c. Program Review timeline for next year
- Will be included in newsletter.
  - Council members should have information.
  - RDAS approved per T. Amidon. One issue some disciplines need positions hired for fall.
  - Will have overview and training on prioritizing and getting information to councils.
  - Prioritization should be done in October.
  - Discuss at Deans meeting regarding faculty requests and or accepting faculty requests in Deans program.review.

## V. Leadership Council Year End Reports

- a. ACTPIS—Leung
  - Made changes and approved operational goals, not changing name, year end summaries, committees under ACTPIS. Submitting associate dean position under strong workforce. Has been approved by other bodies.
- b. RDAS—O’Connell
  - Work is happening in subcommittees and all are active. Financial group working with district BAM creating a plan, connecting a new model.
  - Met with Aaron Brown.
  - Update action plan, making sure clear plan between strategic and operational.
  - Human resources committee has set up meetings with C. West to go over issues with the staffing plans.
  - Technology group will meet over the summer to work on the plan.
  - Facilities master plan still in the works, hope to have final version to submit the board in December.
  - Parking issue and safety issues. Road closures discussed.
- c. SAS—Perez
  - Getting subcommittees up and running. Working on student process. Hope to get next steps from senate.
  - Identifying the people who will be working on the standards.
  - SAS and ACTPIS needs to work on community engagement plan.
  - Draft has been started for the community engagement plan.
  - Low quorum continues to be a problem.
- d. IE—Cazares
  - Assessment is working on GE SLO’s.
  - Plan to present at fall flex.
  - ADTs to assess.
- e. Enrollment Management—Amidon
  - Update of the plan will be worked on during summer.

## VII. Adjourn – 1:53pm

Minutes submitted by Melinda Miles

***EPOC meeting dates for Fall 2018: Sept. 6, Oct. 4, Nov. 1—prioritization meeting dates are included in the program review timeline for next year. Note: if your council has joint business with another council, collaborate and it may be helpful to have a joint meeting.***