

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

Tuesday, May 15, 2007

Present: Karen Daar, Dennis Villacorte, Cathleen Rozadilla, Wendy Bass, Renee Martinez, Ran Gust, Anthony Samad, David Beaulieu, Suzette Morales-Guerra, Gayane Godjoian, Dennis Villacorte

Guests: Lisa Stallworth, Elizabeth Wilder

- I. **Call to Order:** The meeting was called to order at 2:10 p.m.
- II. **Approval of April 17 Minutes:** Not available. Postponed to the next EPSC meeting June 19, 2007.
- III. **SLO Committee:** A. Samad explained to the EPSC that a disconnect exists in how the Research and Planning Office would provide a continuum of services during SLO assessment development. Although he advocates for the researcher to provide support for the soon-to-be-hired SLO facilitators and himself, the Dean of Research and Planning believes the faculty facilitators themselves should become the assessment experts. He explained that other colleges use their research and planning office as a support mechanism for developing assessments for SLOs, compiling the data in order to integrate it into the colleges' institutional planning process (which ties directly into student success, matriculation, and transfer.) The SLO Committee expected that the Research and Planning Office would continue to assist in the development of assessment tools and that the Associate Dean of Research be provided as a resource to faculty. In fact, when the previous Associate Dean of Research left the college last year, many departments that were ready to do assessments were informed to send their assessment tools to the Dean of Research and Planning for commentary. The decision to forward assessment tools to the Dean was predicated on the Dean's expressed concerns on how the college's Core Competencies would be measured and the type of data she would receive from the SLO process. An ad hoc strategy group is expected to meet in order to discuss the situation during the next week. All units need to report out their SLOs activity in a year-end report, and about 60% of the departments are ready to do assessments. The announcement for the SLO facilitator positions will be sent out soon. Lastly, a cluster meeting will take place on the 23<sup>rd</sup> to focus on SLOs for administrative units.
  - a. D. Beaulieu informed the EPSC that before the ad hoc group meets, the Dean of Research and Planning is expected to provide information on how researchers from other colleges are utilized during the SLO process.
  - b. K. Daar emphasized the need for the ad hoc group to meet as soon as possible, since the issue has been unresolved for quite awhile. She also stated that the SLO facilitator positions should be fully advertised to the campus community.

- IV. **Revised Educational Plan—Two Drafts:** K. Daar distributed a third draft of the revised Educational Plan along with a “skeletal” version of the plan, which identified only the main goals and headings (four pages in length). A draft of the skeletal plan was requested by the EPSC last month. The Research and Planning Office incorporated changes from the last EPSC meeting, including deleting all non-educational items such as facilities and budget issues. K. Daar further incorporated changes recommended by R. Gust. She informed the EPSC that the task force, charged with identifying which college entity will be responsible for each action item’s implementation, still needs to meet. The Student Success Committee also still needs to review and revise Section 2.4. The EPSC opted to not distribute the skeletal plan, and instead just provide to the campus the detailed plan as soon as possible. The EPSC also agreed to the following actions to the third draft of the Educational Plan:
- a. Accept all of R. Gust’s recommendations to the plan with minor revisions
  - b. 2.12e—delete “and Adelante”
  - c. 2.6 c—change to read “fund and train”
  - d. 2.12e—delete
- V. **Research Prioritization as a Function of the EPSC:** Discussion postponed until the Dean of Research and Planning provides the EPSC with a list of deadlines for all research projects the Office needs to complete during any given year.
- VI. **Integration of Educational Planning and Budgetary Decisions:** K. Daar informed the EPSC that accreditation expects each college to be able to show that it has procedures that directly link budgetary decisions with planning committee decisions. She has already requested the college’s Budget Committee to start addressing this issue during its meetings.
- a. R. Martinez informed the EPSC that Department Chairs are responsible for making out budgets for each of their programs. The appropriate Dean and Vice President reviews each request and grants them according to the department’s program review and stated goals and objectives. Joint Hires and State Equipment Grant requests are also reviewed via clear processes.
  - b. D. Beaulieu stated that there is more sense and coordination to the college’s budgetary decisions than would first appear. The college can get away with this informality if it has a surplus budget. However, other colleges do refer to the Educational Plan to govern budgetary decisions.
- VII. **EPSC Membership:** K. Daar informed the EPSC that although the other planning committees specify voting membership, currently there is no delineated membership for the EPSC. D. Beaulieu stated that people might feel disinclined to attend meetings if they are not voting representatives. He suggested for the Academic Senate to discuss the matter.
- VIII. **Student Success:** D. Beaulieu stated that although all colleges in the District are working on Basic Skills self-assessment, East is two years ahead of the others in its discussions on the issue. He also informed the EPSC that he and Gary Colombo developed a list of 12 tentative proposals regarding various student success issues, including mandatory assessment, standardizing SLOs

across the District, and encouraging more discussion among the disciplines. These proposals are a compilation of the main ideas that have been expressed at the Student Success Initiative meetings and workshops over the last two years.

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

Meeting adjourned 3:35 p.m.

Respectfully Submitted,

Melissa Rabago  
Senior Office Assistant  
Academic Affairs

and

Karen Daar  
EPSC Co-Chair