

Santiago Canyon College
Education Master Plan Committee
Minutes from Meeting on 3-09-2017

Attendance:

Meeting started at 3:12 pm and adjourned at 4:25

Anne Hauscarriague, Alex Taber, Lana Wong, Haydeh Kaveh, Yazmine Lahdab, Aaron Voelcker, Silvia Lopez

Absent:

Marilyn Flores, Roberta Tragarz, Debra Brook, Maria Chaidez

Santiago Canyon College
Mission Statement

Santiago Canyon College is an innovative learning community dedicated to intellectual and personal growth. Our purpose is to foster student success and to help students achieve these core outcomes: to learn, act, communicate and think critically. We are committed to maintaining standards of excellence and providing an accessible, a transferable, and an engaging education to a diverse community.

Table 1: Minutes from Ed Plan Meeting

AGENDA ITEM	DISCUSSION	TASKS/FOLLOW UP
1. Approval of minutes: 3:12pm	Item move by Alex Taber, and seconded by Lana Wong Opposed: 0 Abstained: 1 Minutes approved	
AGB Represent	Aaron made introductions to a new member from the ASG, Jazmine	
2. Governance Committee Reports	Aaron Report: provided an update to College council on the EMPC time-line for the EMPC document. Today (03-09-217), Aaron shared with the president the dates for the time-line to determinate whether we can adhere to the time-line. The president will like this document to be completed. President's is working on the short message for the EMP document.	
	PIE Committee meeting went over the rubric that we use for score resources request, the committee has until March 15th to complete the resource request score. Then take all those committee member rankings and blend into a single score just by averaging all the single scores and presort each resource request within the different groups to find their average score highs and lows. The top of the list being funded first.	

AGENDA ITEM	DISCUSSION	TASKS/FOLLOW UP
	Instructional equipment, instructional supplies, instructional technology. Non- instructional equipment, non- instructional supplies, non- instructional technology, contract services and personnel.	
	After March 15 th Aaron will send all that information to the Budget Committee for analysis. They will meet Tuesday of the following week, and then they will send their analysis back to the PIE Committee.	
3. Hybrid Program Review Template Update	Evaluate our program review template. Vice-President student services, Ruth Babeshoff, and Aaron Voelcker have a discussion to unify a document that deploys to everybody's academic and non-academic program review. Program review document there will be sections that address the academic areas and sections that address non-academic or instructional areas so depending on who you are; you complete the sections that are relevant to you, and leave blank areas that are not relevant you. For areas that we have instruction and services all wrap up into a single item, like the library and counseling. It is an opportunity for the program review to discuss a plan for the instructional component for those departments but also the services oriented component for those departments.	
4. EMP Document Revision	Aaron received electronic documents from the committee members. So far we have 45 pages that don't include all the data, appendices, graphs and pictures. All the committee members are working on their assignments. Aaron went over some charts, and he will send all those charts to the committee members. Aaron explained how the graphs will look like on the pages.	Go over the document for the next session. The goal is to add suggestions, delete, revise the pages and the document will be complete.
5. Spring Semester Meetings a. 3/23: Alex b. 4/27: Lana c. 5/11: Lynda d. 5/25: Haydeh		

Meeting adjourned at 4:25 pm. Moved, Anne Hauscarriague, and seconded Alex Taber.