### Committee Meeting Report

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<th>Committee</th>
<th>Educational Policies and Program Integrity Committee (EPPIC)</th>
<th>Date</th>
<th>March 5, 2014, 12:30-2:00 PM Student Union 3rd Floor Conf. Rm.</th>
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#### Participants
Chair Daniel Marlos, John Freitas, Kalynda Webber McLean, Christine Tinberg, Jeffrey Nishimura, Reri Pumphrey, Aida Dzhanunts, April Pavlik, Liz Gnerre, Will Marmolejo, Mitch Polin, Victoria Boutros, Alex Davis, Todd Scott, Arax Cohen, Gary Colombo

#### Status of Prior Meeting Action Items
1. Senate Resolution #02-S14: Approval of SLO Assessment Cycle
2. Approval of the Program Review and Effectiveness Improvement Plan Template, Resource Request Form and Comprehensive Program Review Unit Plan Guide.

*Scheduled for March 6 Senate Meeting Distributed to Department Chairs. Training began last week*

### Meeting Objectives (attach agenda as appropriate)

- Agenda on SharePoint

### Meeting Outcomes (to include assessment, evaluation, next steps/action items, anticipated and/or actual change/improvement)

Meeting called to order at 12:47 PM

MSP unanimously to adopt agenda

Public Comment--Daniel announced he will not be serving another term as EPPIC Chair. If anyone is interested in the position, contact John Freitas

MSP unanimously to approve minutes of February 20th

New Business--None

Old Business

a. **ACTION ITEM:** Approval of Strategic Planning Committee suggestions for goals and objectives under the purview of EPPIC.

   Development of quantifiable measures.

   - Discussed Goal 3: Organizational Effectiveness and how completing program review actually ties into improvement. Aiming for 100% completion. How can we measure effectiveness? You can’t improve on 100%, but you can meet 100% over the next five years. We need to improve our planning at the program level.

   - Alex Davis feels a logic model of resources needed by a program would help, perhaps structured as a one-page snapshot, done in advance of program review. It would be a flow chart of where resources are and how they impact the program.

   - Gary feels that EPPIC must submit an annual report to SPC to set the measures for how effective our programs are, e.g. 1% per year. This committee should be setting targets for transfer rate, degrees and certificates awarded.

   - Jeffrey noted that COMPASS was given Goal 2: Student Success. They could set targets and deal with institutional-wide goals for student success. EPPIC needs to hold departments accountable to meet the targets set.

   - Alex says college priorities should be a benchmark for how improvement plans are tied in. Plans requiring resources will be prioritized. Ranking of improvement plans is part of the validation teams charge. Rubric needed to define what “urgent” is.

   - Gary asks if it makes sense to prioritize at this stage, because all six objectives could be worked on at the same time.

   - John recommends deleting OE2.3 because it doesn’t make sense. Suggests “100% of program reviews are completed, validated, and that a certain percentage be acted on.” We could also accept the first two, OE2.1 and OE2.2 as placeholders. Also suggests adding “process” at end of OE2.2

   - Gary has a problem with the wording of Goal 5: Partnerships/Collaborations. These are special interventions. Recommends sending Goal 5 back to SPC as not a responsibility of EPPIC.

   - Daniel and John feel EPPIC should have a hand in Goal 2. COMPASS has campus-wide data and EPPIC has unit data. Makes sense to work together on this goal.

   - John moves that EPPIC advise SPC that Goal 2 should be co-assigned to EPPIC at the program level for program review along with COMPASS. April seconded. No nays. Will and Arax abstain. **Motion passed.**

   - John moves that in Goal 3, we add “process” to 2.1, strike measure 2.3, and replace “annual unit plan” with its new name “resource requests”. April seconded. **Motion passed unanimously.**

   - John moves that EPPIC Chair advise SPC that Goal 5 is not in the purview of EPPIC and that it be removed from EPPIC’s responsibility. April seconds. **Motion passes unanimously.**

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- Christine offered wording changes to Goal 2: Student Success: Objective S4.
- Kalynda wonders if our committee can change objectives. She thought we were asked to work on measures.
- Christine already spoke with Sharon and Todd and John who replied that to change objectives we can take it through the process. She is vetting it here at EPPIC, reporting what the SLO committee talked about it at their last meeting.

Subcommittee Reports—Postponed until next meeting

The meeting was adjourned at 2:11 PM

Evidence Provided

Draft minutes from February 19, 2014
- EPPIC Assigned Objectives from the Strategic Master Plan from Todd Scott to Daniel Marlos and Sharon Hendricks
- Strategic Plan Goals, Objectives, and Measures (021814)
- Proposed SLO-related measures, Strategic Plan 2013-18, Yearly Measures from Christine Tinberg

Other Information

Next meeting: Wednesday, March 19, 2013

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