Committee Meeting Report

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<th>Committee EPPIC</th>
<th>Date</th>
<th>December 17th, 2014</th>
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**Participants**

Daniel Ruiz, Daniel Wanner, Daniel Marlos, Christine Tinberg, Liz Gnerre, Juliet Salazar, Thi Thi Ma, April Pavlik, Mitch Polin, Arax Cohen, Anil Jain, Alex Davis, Barbara Vasquez, Dan Walden, Ed Pai, John Freitas, Donna Morley, Todd Scott

**Status of Prior Meeting Action Items**

Resolution for the creation of a syllabus database

**Meeting Objectives** (attach agenda as appropriate)

Agenda and Dec. 3rd minutes available on SharePoint

**Meeting Outcomes**

I. Agenda MSP unanimously

II. Dec. 3rd minutes MSP unanimously

III. Resolution for the creation of a syllabus database

IV. New Business

a. D. Wanner shared the language of Standard 1.C (Reorganization of accreditation standard on institutional integrity), which mandates an institution to ensure student success on the completion of a program. There was a concern that one reason for the zero-producing or low performance certificates is that these programs did not offer classes that are required for the completion of the certificates.

b. Results of Program Review

Some PRs have not been validated or are incomplekte. Some have no alignment with EMP measures. EPPIC chair will email non compliance departments to remind them to follow through with the completion of PR. Some departments have no established 5 year SLO plan. Discussions on whether budget allocation and resource requests and hiring prioritization should be tied in with the success completion of program review.

c. Dr. Walden reported on low-performing degrees/certificates: chairs are asked to do a survey by 3rd week of January on what the departments want to do with low-performing degree/certificate programs.

d. Jeffrey Nishimura reported on the status of Learning Skills Viability Study: the committee recommended the learning skills department to revise its mission statement and create clear pathways from basic skills to college-level English/ESL and math. New pathways were presented and clarified in the report. LS Math pathways will correspond with noncredit Math pathway. LS English pathways need to be established for similar alignments with noncredit. Dr. Dan Walden explained TABE (a skill test) and enrollment management issues.

e. Dr. Wanner reported that a form is currently used as a standard practice of base operating budget justifications. A clear definition of operating budget is necessary. Motion to approve the form and
going to the AC on Dec. 18th meeting

V. Old Business
   a. Viability Study on Athletics --- The committee is moving forward well
   b. Viability Study on Art/Architecture and Media Arts—The committee is moving forward well
   c. AA in Liberal Arts workgroup – The committee is moving forward well

VIII. Subcommittee Reports
   a. Budget Allocation Subcommittee: D. Ruiz
   b. Hiring Prioritization Subcommittee: A.Cohen
   c. Program Review and Effectiveness: A.Cohen
   d. Student Learning Outcomes: C. Tinberg
   e. Distance Education: C. Guerrero

Handouts:
- Preliminary Report on Learning Skills
- Learning Skills English Pathway
- Learning Skills Match Pathway
- Standard 1C: Institutional Integrity
- Operating Budget Form

Next Meeting
Jan. 21st 2015