

 **IMPERIAL VALLEY COLLEGE**  
**EDUCATIONAL MASTER PLANNING COMMITTEE**

**Minutes**  
**Friday, May 16, 2014**  
**9:00 a.m. – 10:00 a.m.**  
**Board Room**

<b>Committee Members</b>					
	Tina Aguirre		Todd Finnell	✓	Brian McNeece
✓	Linda Amidon		Bill Gay	✓	Andrea Montaña, ASG
✓	Trini Argüelles	✓	Daniel Gilison	✓	Terry Norris
✓	Kathy Berry		Rick Goldsberry	✓	James Patterson
✓	Craig Blek		Becky Green		Sydney Rice
✓	Susan Carreon		Carol Hegarty		Jose Ruiz
	Jose Carrillo		Michael Heumann		Ed Scheuerell
	Rick Castrapel		Victor Jaime	✓	Efrain Silva, Co-Chair
✓	Ted Ceasar, Co-Chair		John Lau		Edward Wells
	David Drury		Jose Lopez		Kevin White
✓	Gaylla Finnell		Sergio Lopez		Kathy Zazueta
	<b>Guests</b>				<b>Recorder</b>
				✓	Carol Cortés-Ramirez

**I. Call To Order**

The meeting was called to order at 9:07 a.m. by Dean T. Ceasar, Co-Chair.

**II. Approval of Minutes**

The minutes for May 2, 2014 will be approved at the next EMPC Meeting.

**III. Program Review Process Evaluation**

T. Ceasar reported that he had met with J. Carrillo and E. Silva on putting together a survey. The survey was sent out to everyone who did Program Review – by service area. T. Ceasar presented the summary of the survey and went over the results. He also stated that service areas collected their own data since they are so different. T. Ceasar stated that it was clear from the survey results that training and data was a big request. Training is being scheduled. Data will be available in August. The timeline for Program Review needs to be ready in October. Everything needs to be completed by the end of December. EMPC will need to look at recommendations.

Questions arose on the data in SPOL. L. Amidon stated that it can be done but very tedious. A brief discussion followed. B. McNeece added that data needs to be fine-tuned to make sure it's like we want it. E. Silva added that this summer a model will be created (before faculty gets back) and they will work on one program as a sample. B. McNeece asked that the template be fine-tuned. T. Ceasar added that we need to incorporate Student Equity in the data through Program Review. D. Gillison stated that there were issues with data not being complete – fill rate data issue and he would like to see the raw data. T. Ceasar brought up the point of the frequency of the review of data. We now have annual review. In 2015-2016 it has been discussed on having a longer review cycle. E. Silva expressed his concern over reviewing that level of data every year. T. Ceasar stated that they can make that decision next year.

**IV. Review of Goals and Objectives**

A review of the Educational Master Plan goals and objectives was coordinated by T. Aguirre. It was approved unanimously that the Goals and Objectives remain in place until the end of the cycle next year (MSC-K. Berry/B. McNeece).

**V. Resource Committees Update**

T. Ceasar reported that the Budget and Fiscal Planning Committee will be meeting today to develop the master prioritization of all areas. For the first time we have planning tied to the budget. Next year, it will have to be done before the end of Fall. EMPC will be presenting an update report at the June Board Meeting. The report will also include the goals.

**VI. Integrated Planning and Prioritization Model**

T. Ceasar presented the model that establishes the Master Plan as the Strategic Educational Master Plan. The model was reviewed by the committee. K. Berry stated that EMPC should be a planning committee and not a resource committee. She added that it's been a task force and not a standing committee. A brief discussion followed. D. Gilison asked if the Academic Senate had any say in this. T. Ceasar added if it also went along with College Council. G. Finnell questioned the student equity plan being incorporated into this. L. Amidon added that the EEO Plan also be included. T. Ceasar stated that it will be added in the 2<sup>nd</sup> row. This will be effective for 2015-2016. Next year is our planning year. T. Ceasar stated that the committee needed to take action to adopt the model. The model was approved, with ammendments (MSC – G. Finnell/C. Bleck). The ammendments include: Replace SCC to CC; the Strategic Master Planning Committee is EMPC.

**VII. Other**

None.

**VIII. Next Scheduled Meeting**

Friday, June 6, 2014 in the Board Room

**IX. Adjournment**

The meeting was adjourned at 9:50 a.m.