

## SHARED GOVERNANCE COMMITTEE MINUTES

### COMMITTEE: EDUCATIONAL PLANNING

**Date of Meeting:** 11-18-13

**Location:** CC4

**Time:** 1:30pm - 3:30pm

**Voting Members Present:** Michael Allen, Donna Ayers, Madelline Hernandez, David Jordan, Sarah Master, D'Art Phares, Robert Smazenka

**Voting Members Absent:** Cathy Brinkman, Mark Hobbs, Gary Prostack, Mari Rettke, Doleatha Young

**Resource Members Present:** Pat Flood, Said Pazirandeh

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### COMMITTEE: EDUCATIONAL PLANNING

**Call to Order by:**

D'Art Phares (co-chair) @ 1:35 pm

- 1) Approval of Minutes from 11/04/13
  - a) Robert Smazenka moved to approve as written and Donna Ayers seconded the motion. Michael Allen and Madelline Hernandez abstained.
- 2) Call for new items
  - a) Discussion of changes to program review.
    - i) Several new screens were implemented and some questions from the President were added. Users can attach documents to each screen as necessary. There is now the ability to revise and discontinue objectives and resource requests.
    - b) EPC membership is currently short 4 members.
      - i) Carol Akl's term is currently being completed by Robert Smazenka who will continue another term. Donna Ayers will continue one more term.
      - ii) Phares will propose to Shared Governance Oversight Committee the following membership options:
        - (1) Up to three two-year terms including co-chair, subject to the approval of the committee.
        - (2) Up to two members per department can be members, subject to the approval of the committee.
  - 3) No outstanding action items.
  - 4) Program Review
    - a) Discussion, review and revisions were made to Smazenka's suggested program review questions. Smazenka will revise and send out by next meeting.
    - b) Phares will email finalized schedule for comprehensive reviews.
    - c) Allen recommends an email invitation to all faculty and staff to attend the comprehensive reviews. However, the discussion would be for members only.
  - 5) Discussion of Institution-set Standards proposed by Council of Instruction.
    - a) Master began discussing the reasonable standards and how they are set for the campus.

**Adjournment: 3:34 pm**

**Minutes – T. Drueco**