Oxnard College
PROGRAM EFFECTIVENESS AND PLANNING COMMITTEE

ORDER OF THE AGENDA
FOR THE MEETING OF
Tuesday, October 23, 2012
2:00 P.M. in President’s Conference Room

I. Call to Order

II. Approval of Minutes from September 25, 2012

III. Public Comment

IV. Revised PEPR Form Discussion

V. Faculty Position Ranking Discussion and Recommendations

VI. Accreditation: Fall 2012 Proficiency Report

VII. Adjournment

VIII. Future PEPC Meetings
   o November 27, 2012
   o January 22, 2013
   o February 26, 2013
   o March 26, 2013
   o April 23, 2013

Oxnard College
PROGRAM EFFECTIVENESS AND PLANNING COMMITTEE

Authority

Purpose
The Program Effectiveness and Planning Committee makes recommendations to the Planning and Budgeting Council on all matters related to program effectiveness and program planning. In making those recommendations, PEPC receives a Program Effectiveness Report from each program.

Membership
Members come from divisions and departments and are comprised of the Department Chair, Coordinator, Supervisor, or designee. In addition, all members are to have a designated alternate attend in the event of their absence. Members are to be appointed/selected annually.

Members have the following responsibilities:
- Assist their departments and/or divisions in providing PEPC with each Program’s PEP by mid-November of each year
- Report information from PEPC back to their division/department
- Present the views of the division/department they were chosen to represent, not solely their own views
- Attend PEPC meetings per the schedule outlined in the Program Effectiveness and Planning Process and Timeline

Goals
- To oversee the coordination of the Program Effectiveness Planning Process.
- To ensure the full implementation and effectiveness of the college’s program review process.
- To facilitate the continuous improvement of programs, revision of programs, introduce new programs, or provide review for the discontinuance of programs.
- To assist in aligning programs’ goals with the college’s mission and goals.
- To encourage that program needs identified in the Program Effectiveness Report are incorporated into the college’s planning and budgetary process.
- To provide students services, instructional, and administrative units with an opportunity to assess their programs and share the results with the college. To communicate a broader understanding of programs at the college among a larger group of faculty, staff and students.
- To promote informed and constructive dialogue to increase program effectiveness and the development of education at Oxnard College.