

OXNARD COLLEGE PROGRAM EFFECTIVENESS AND PLANNING COMMITTEE

Minutes for the
MEETING OF PEPC
Tuesday, March 23rd, 2010

2:30 P.M. President's Conference Room

Oxnard College Mission Statement

Oxnard College promotes high quality teaching and learning that meet the needs of a diverse student population. As a multicultural, comprehensive institution of higher learning, Oxnard College works to empower and inspire students to succeed in their personal and educational goals and aspirations.

As a unique and accessible community resource, our mission is to provide and promote student learning:

- Transfer, occupational, and general education, second language acquisition, and basic skills development;
- Student services and programs;
- Educational partnerships and economic development; and
- Opportunities for lifelong learning.

Oxnard College intends to lead its community to fulfill its highest potential.

AUTHORITY

The Program Effectiveness and Planning Committee (PEPC) was created to analyze each Program's Program Effectiveness Plan (PEP) and to make recommendations to the Planning and Budgeting Council regarding said Plans.

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 Plan from each and every College program.

MEMBERSHIP

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

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 (Please refer to diagram in Appendix A for a visual representation of this Process and Timeline.)

I. Call to Order –

The PEPC session was called to order at 2:38PM @ the Presidents Conference room.

In attendance:

Name	Sign In	Department
Erika Endrijonas	X	EVP – Co-Chair
Robert Cabral	X	AS President – Co-Chair
Gwendolyn Lewis Huddleston		Dean
Floyd Martin	X	Dean
Carmen Guerrero	X	Dean
Carolyn Inouye	X	Dean
Ishita Edwards	X	Social Science
Yong Ma	X	Science
Mati Sanchez	X	Performing Arts
Christine Morla		Fine Arts
Patricia Mendez	X	Child Development
Kim Karkos		Child Development Ctr.
Hussein Fahs		Math
Mary Pinto-Casillas	X	BUS/CIS/CRM/LA/TV
Paul Houdeshell	X	Fire Tech
Christine Tafoya	X	Dental
Jim Merrill	X	Letters
Jonas Crawford	X	Athletics
Alex Lynch		Technology
Graciela Tortorelli	X	PE/HED
Ana Maria Valle		EOPS

(X – indicates attendance)

II. Addition to the agenda

- There were no additions to the agenda. There was approved as presented to the committee. m/s/c.
- It was request by the committee that a discussion on the Faculty Prioritization list be added at the next meeting. R. Cabral will prepare a current faculty request table from this year’s PEP resource request forms.

III. Approval of Minutes

- Special Session February 9, 2010 – approved with minor changes. m/s/c.
- Special Session March 9, 2010 – approved as prepared. m/s/c.

IV. Review and discussion of PEPC governance document

- R. Cabral distributed to the committee members the current Shared Governance document and the proposed draft 2010 Participatory Governance document. It was request that comments, refinements, and any proposed updates be forwarded for inclusion of the new document.

V. Review and discussion of Guiding Principles document

- R. Cabral led a discussion on the current working copy of the “Guiding Principles.” It was agreed that the document be brought back to the committee for reaffirmation and proposed sunset date.

VI. Adjournment

The meeting was adjourned at 4:15PM.

PEPC Meeting Calendar:
All meetings times will be from 2:30PM – 4:30PM

~~September 29th~~

~~October 27th~~

(Meeting @ **1PM** prior to OC Budget Forum)

~~November 24th~~

~~January 26th~~

~~February 9th*~~

Special meeting

~~February 23rd~~

~~March 9th *~~

Agreed tentative meeting, room TBD

~~March 23rd~~

~~April 27th~~

~~May 11th~~

As needed