

OXNARD COLLEGE PROGRAM EFFECTIVENESS AND PLANNING COMMITTEE

Minutes for the Meeting of PEPC Tuesday, May 11th, 2010

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

Call to Order - 2:30PM

The meeting of PEPC was called to order at 2:35PM. Those in attendance are indicated with an "X."

Name	Sign In	Department
Erika Endrijonas	X	EVP – Co-Chair
Robert Cabral	X	AS President – Co-Chair
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	X	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

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.)

Additions to the Agenda

- There were no additions to the agenda.

Approval of Minutes

- March 23rd - The meeting minutes for March 23rd were approved as presented. m/s/c.
- April 27th - The April 27th meeting was cancelled due to the OC Budget Forum.

Review and discussion of Guiding Principles document

- A discussion on the guiding principles document was led by R.Cabral. It was recommended by the committee to refine areas of the document and present as a “final” revision at the next scheduled PBC meeting in May.

Review and discussion of Proposed Faculty Hiring List

- E. Endrijonas led a discussion on updating the proposed faculty hiring list. The committee discussed and voted on a priority list (see attachment). R. Cabral will present the document, “Faculty Hiring Priority List for the 2010-2011 academic year,” at the next and present at PBC.
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Discussion on Resource Request Items

- This item was tabled.

Other –

- Proposed PEPC 2010-2011 calendar – The proposed participatory governance calendar was distributed to all members in attendance.
- Committee Evaluation Form – Committee evaluation forms were distributed to all members in attendance. The committee members were instructed to return their completed forms to R. Cabral.

Adjournment

- The meeting was adjourned at 4PM.

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