



EDUCATIONAL PLANNING & COORDINATING COUNCIL

MEETING

THURSDAY, MAY 24, 2018

3:15PM – 5:00PM

PLOVER 526

COMMITTEE FUNCTION:

1. To assist the Academic Senate in the development of sound educational policies, procedures, and practices by encouraging thorough discussions of current issues among various constituent groups.
2. To coordinate and review educational planning activities throughout the District.
3. To inform and review the Academic Affairs Program and Resource Planning Process (PRPP) priorities.
4. To review and recommend to the Vice President of Academic Affairs new degrees, certificates and majors and the revitalization or discontinuance of existing degrees, certificates and majors.
5. To serve as a multi-constituent clearinghouse for educational matters.

Present: Jane Saldana-Talley, Andrea Alvarado, Robin Fautley, Freyja Pereira, Eric Thompson, Matt Markovich, Benjamin Goldstein, Lisa Beach

Absent: Justin Cox, KC Greaney, Evelyn Navarro, Michelle Vidaurri, Galen George

Note taker: Karolina Nazario

MINUTES

1. Welcome and Introduction of Guests

No guests

2. Approval of Minutes (attached)

- Approved

3. Announcements/Check-In

- Benjamin brought M&M's
- Happy Birthday Lisa!
- Freyja announced we have almost 1800 graduates this year. 555 are planning to walk. 2483 degrees.

4. 4.3.2/P

- Robin did not have any comments on the Policy
- Robin and Eric presented a version of the Procedure that entailed some edits from HR. (attached)
- Jane would like to spend more time talking with Robin and Eric regarding the procedure
- Eric explained that faculty would like to be involved in the second interview. It would be a three person interview with VPAA, administrative co-chair of the committee and faculty co-chair of the hiring committee.
- Faculty recommended that committee have to put forward three candidates if there are not three candidates that are desirable or if there are more than three that are
- Under section IIIB, bullet point #3 Eric pointed out that the goal for diversity should not be for it to match the student population. A discussion regarding hiring committees role followed
- Jane asked if we have numbers about our progress in hiring diverse staff since Dr. Chong's start. Faculty staffing committee should have a lot of numbers regarding the diversity point and we should have a more transparent about this information (how many women or people of color have we hired, etc.) Orientation for screening committees could include where we are as a college.

- Robin asked Jane if it is true that if someone doesn't make it through tenure, they can be replaced without having to go through faculty staffing. Should it be included in this document? Jane agreed that it would be a good add to this procedure.
- Matt pointed out that IIIA (Screening and Interviewing Committees for faculty recruitments should be formed prior to the development of the job announcement.) makes the hiring process longer. Robing clarified that the word is "should" and not "must be" and it does not have to be done always.
- Matt mentioned that it should be allowed for departments to pay out of their own budget to advertise in different venues in addition to HR's
- Andrea said that she looked at the diversity point from a different perspective: that it could bring attention to hiring committee's members' own bias and ensure the decision is made fairly
- Robin suggested that the language should be changed to say just "appropriate vice president" An adjunct faculty member approved by the Academic Senate President and the Vice President of Academic Affairs or the appropriate Vice President before compensation can be granted.
- The addition of student input in the hiring committee is left to the hiring department. The department may decide that a student could be a sitting member or a voting member of the interview committee
- Sarah Hopkins crossed out "multicultural" and "underrepresented" from the language as in the instances highlighted it suggests there is a target
- After the interview committee (second interview): The Administrative Interview Committee (AIC) shall consist of the appropriate Vice President(s) or designees, and the screening interviewing administrative and faculty co-chairs, unless the co-chairs choose to opt out.
- Matt and Eric were not in favor of the "opt out" option. New faculty have indicated that there were not comfortable during their second interview.
- Eric and Robin explained the reasoning behind changing this language.
- Freyja pointed out that there should be only one hiring policy for all staff and faculty.
- Eric asked if EPCC would like to strike out the "opt out" clause. After a discussion council decided to keep the language. A clause may need to be added to clarify what to do if the three don't agree on whom to forward for final interview.
- The AIC shall forward the name(s) of the final candidate(s) to the Superintendent/President. If unable to make a recommendation consistent with the Screening and Interviewing Committee's recommendation, the appropriate Vice President(s) shall meet with the Screening and Interviewing Committee to discuss the decision and decide on options including, but not limited to, re-interviewing some or all of the candidates, interviewing other candidates from the qualified applicant pool, or re-opening recruitment. – Benjamin pointed out that this lengthens the process and at some point the decision does have to be made.
- Procedure will be taken back to Academic Senate for further edits and Jane will review in detail

5. 4.3.2.b/P

- Robin pointed out the changes and additions in the attached document.
- Matt questioned hiring based on eminence. The group did not have major changes they would like to see
- Lisa moved to approve as is, Freyja second. Approved.

6. Next Year's Meeting Dates Confirmation

- Meeting times and dates for next year approved. Eric would like to explore the idea of eliminating two committees and absorbing their functions (majors review and program review). Robin wasn't sure about majors review.

Pending Items

1. Construction Management – MJ Papa and Victor Tam

2. Revisions to Policy 3.9.1, Syllabi – Eric Thompson
3. Pathway Driven Course Demand Forecasting and Scheduling – Josh Adams
4. Update on & Alternative Assessment
5. Online Course Exchange – Lisa Beach – Distant Future if/when we become eligible
- ~~6. 3.28/P – Lisa Beach, Phyllis Usina and Alicia – Dec 14th~~
- ~~7. Public Health Science TMC – Ezbon Jen and Deb Chigazola~~
- ~~8. Health Careers Academy~~
- ~~9. Hospitality Management – Al Yu and Josh Adams – December 14th~~
10. Plenary Resolutions – Eric Thompson
11. Equivalency 4.3.2bP – Eric and Robin
- ~~12. 3.15/P – Lab finals – Introduction and need for revision – Robin and Mary Kay~~

Committee Membership for 2017-2018

Administrators: Mary Kay Rudolph/ Jane Saldana-Talley, Freyja Pereira, Benjamin Goldstein, Lisa Beach, Matt Markovich
 Faculty: Eric Thompson, Robin Fautley, Andrea Alvarado, Galen George, Jonathan Marhenke (F17) Joe Fassler (S18)
 Student Representatives: Evelyn Navarro and Justin Cox
 Information: KC Greaney Ex-Officio: Jana Cox/ Michelle Vidaurri

2018-19 EPCC Meetings

2nd and 4th Thursday of every month from 3:15 – 5:00pm in Plover 526.

Fall 2018	Spring 2019
Thursday, August 23 rd	Thursday, January 24 th
Thursday, September 13 th	Thursday, February 14 th
Thursday, September 27 th	Thursday, February 28 th
Thursday, October 11 th	Thursday, March 14 th
Thursday, October 25 th	Thursday, March 28 th
Thursday, November 8 th	Thursday, April 11 th
Thursday, November 22 nd – CXL Thanksgiving	Thursday, April 25 th
Thursday, December 13 th	Thursday, May 9 th
	Thursday, May 23 rd (finals week)