

**February 5, 2018**

**2:00-4:00 p.m.**

**Room AC217**

**Present:** Cheo Massion, Christina Leimer, Connie Siegenthaler, David Everitt, Elizabeth Pratt, Emy Bagtas, Peggy Dodge, Steven Newton, Nicole Oldendick, Meg Pasquel (guest)

**Absent:** Alexander Vassiliou, Amy Diaz, Cara Kreit

## **MINUTES**

### **Agenda**

Agenda approved for the current meeting. Meg Pasquel discussed faculty membership for this and next year prior to the formal agenda starting. Based on the committee's needs, she plans to assign a counselor and math instructor to the EPC. She will also recommend that the dean of educational success programs be a resource.

### **Minutes**

Minutes for 12/04/17 meeting were approved with an added revision. The minutes will be modified to reflect the conversation about how evidence is posted and organized online.

### **EMP/Mission/Strategic Plan Process and Timeline**

The timeline has been developed with final deadlines in mind and major events are filled in accordingly. It has been reviewed with Dr. Coon, and there are some revisions since the last EPC meeting. Dr. Coon will be present at Convocation and all external and internal forums. The environmental scan will be available to everyone by then, and the first half of fall Convocation will likely be dedicated to reviewing the environmental scan's major points. The second half will be an interactive session to gather feedback on large issues the College faces. The forums will allow for community-wide discussions. A SWOT analysis will likely be done by the internal COM community only. It should be noted that the EMP is a change document and will include major priorities and directives; it is not an inventory of all initiatives at the College.

The EMP will be drafted by PRIE after the forums. Drafts will be circulated through Cabinet and the EPC as they come available and are modified. The strategic plan task force will be formed by early December. They will have the big picture by then and will work on the strategic plan through spring. PRIE, President's Office, and the EPC will be responsible for logistics, drafting the document, and assimilating the information.

EPC members discussed the timeline and made revisions. Spring Convocation will be added. EMP review will be shortened, and all other deadlines will be moved up accordingly. The December EPC meeting will include the first EMP draft. The February meeting will include strategic plan themes. The revised timeline will be shared at the next EPC meeting.

**Next meeting:** March 5, 2018

Agenda items include presentations on Student Success 4.1, 1.3, 1.1, 3.1 and Community Responsiveness 1.1.