

**Educational Planning Committee**

**March 6, 2023**

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

**AC 229 and Via Zoom**

**Present:** Holley Shafer, Emily Fox, Mary Kesler, Alina Varona, Irina Roderick, Logan Wood, Julian Solis, Cara Kreit, Lilyana Barajas, Sara Malmquist-West

**Absent:** Alison Brier Welch

**Guest presenter:** Lori Friedman

**Agenda:** Approved

**Minutes 2/6/23:** Approved

**Study Session**

Facilitator leads review of IVC 1, IVC 2, and IVC 4

Comment about the fees mentioned in the Administrative Newsletter for holding on-campus events. These fees are not mentioned in the Strategic Plan Goals.

Question about why IVC2 goal 2 focuses on “new facilities” rather than all facilities. General sense is that discussions between facilities and the instructional side should take place before spaces are planned. Buildings were being built or modernized and then they didn’t meet the needs of the faculty. Perhaps more clarification is needed from Greg Nelson or Eresa Puch on this.

**Champion Presentation by: Alina Varona and Lori Friedman**

**See Champion Report\_IVC1 in Additional Materials with the 3/6/23 Agenda**

**IVC1: Develop and implement a plan for educational use of IVC that brings more students to campus, allows programs to be completed, and serves multiple student pathways (credit, noncredit, not-for-credit).**

**Objective 1.1**

Develop and expand program offerings to increase enrollment at IVC.

**Discussion:**

Master Scheduling process discussions aiming to remove barriers across GE areas. Looking at innovative scheduling ideas. Looking at new Tableau tools to enable chairs so they can map scheduling to see what offerings are across all GE areas. More next steps to schedule across both campuses.

Think about students who must manage their schedules across the two campuses. The thought was to make cohorts at one single campus. It is difficult to set class combinations for every student. Several challenges and opportunities. One challenge is that many students must choose between Kentfield and IVC. They can't go back and forth to and from both campuses in one day.

EMT, CNA, CHHA, Dental, bus coach apprenticeship: these programs are being offered now and/or in 2023-2024.

Is there talk about moving all Nursing to IVC? Dr. Alicia Bright, the head of Nursing, could provide insight. Certified Nursing Assistant and Cert. Home Health programs will be located at IVC. Many nurses start with those programs, but it is a long journey to the Nursing Program from there.

What GE courses are at IVC? Math, Sociology, some Science classes, some art classes, language classes.

Heat maps: where do Faculty and Students live? Then, analyze how easy it is to get to IVC. SRJC has a lot of Novato students. Who are those students and why are they travelling to SRJC Petaluma campus rather than IVC?

**Champion Presentation by: Alina Varona and Lori Friedman**

**See Champion Report\_IVC2 in Additional Materials with the 3/6/23 Agenda**

**IVC2: Ensure that the new facilities at IVC are integrated into all other campus planning so that they serve educational, student support, and community needs.**

**Objective 2.1**

Optimize facilities capacity and utilization to ensure integrated instructional planning, student services, and facilities use for academic and nonacademic purposes.

**Discussion:**

Data-driven assessment has not taken place yet. Will most likely happen in 23-24 as we prepare for the next Educational Master Plan and after Master Scheduling work has been done.

Community Programs are very busy up at IVC. Working on better Community Programs access.

Most of this work is on-going all three years and beyond.

**Champion Presentation by: Holley Shafer and Julian Solis**

**See Champion Report\_IVC4 in Additional Materials with the 3/6/23 Agenda.**

**IVC4: Periodically assess Novato community needs and incorporate into IVC development.**

**Objective 4.1**

Continue to assess community and programmatic offerings at IVC to ensure local community needs are met.

**Discussion:**

ESL is the only growing demographic in the area. Actively recruiting ESL students to come to COM.

**Debrief Discussion:**

None today

**Year-end Strategic Plan Progress Report discussion:**

EPC gives a final report at the BOT. We check back with goal champions, ask them to add any new data. Then EPC gives a green (completed), yellow (substantial progress) or red light (no progress). Just looking at progress in year one.

Last Year: Report included “Looking back and Looking ahead” to prepare for the new Strategic Plan. We don’t necessarily have to include that this year.

The Board likes the table style and the progress colors. Although champions may not like it. Perhaps the champions could self-rate – make it mandatory using a Qualtrics report.

We will start with goals that were completed earlier this year: IP EQ and SAS, prepare these draft reports then go over those progress reports and assign green, yellow, red at the next meetings.

Holley will prepare the progress reports for IP and Equity and send out to the committee by email in the next couple of weeks for EPC to review.

**Wrap Up**

Lilyana Barajas is the next Study Session facilitator for CER 3, CER 4, and CER 5

Next meeting is April 3, 2023