

**Educational Planning Committee**

**May 15, 2023**

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

**AC 229 & Zoom**

**Present:** Holley Shafer, Mary Kesler, Logan Wood, Cara Kreit, Sara Malmquist-West, Emily Fox, Alison Brier Welch, Alina Varona, Greg Nelson, Eresa Puch

**Absent:** Julian Solis, Irina Roderick, Lilyana Barajas

**Guest presenter:** Patrick Ekoue-totou

**Agenda:** Approved

**Minutes 4/17/23:** Approved

**Study Session**

Facilitator leads review of CS 1, CS 3 and CS 6

Discussion of EPC's recommendation last year to survey potential students and possibly the community regarding workforce housing.

**Champion Presentation by:** Greg Nelson

**CS1: The fiscal integrity and wellbeing of the District is maintained in a manner that is prudent, responsive, sustainable, and transparent.**

**Objective 1.1**

Reserve is maintained in accordance with BP/AP 6251.

- COM's current reserve is at 11.5% this year – the COM Board can raise this, however .5% raise per year is recommended.
- It requires 6 out of 7 Board members' approval to use reserve money.

**Objective 1.2**

Adequately maintain the district's credit/bond ratings with Standard and Poor's and Moody's associated with all bond types – revenue, lease revenue, general obligation, certificate of participation, and others.

- COM has an AAA+ rating at this point. COM is one of only five K-12 or Community Colleges with this rating. We get a better interest rate with a better rating. COM had a AA- rating when Greg first started.

**Discussion:** Explanation of Bond ratings

**CS3: Plan, design, facilitate and provide logistics for the creation of workforce housing for the purpose of recruiting and retaining district employees including staff, faculty, and administrators in a sustainable manner.**

**Objective 3.1**

Plan and design a facility to house District employees at the Kentfield and Indian Valley Campus.

- Workforce housing IVC: Funding of \$80 to \$100 million will be needed for this project. COM is considering PPP or Land lease. Maintaining affordability is an issue. COM owns this property.
- Fire Foundry Building 17 at IVC. That project is out to bid now. Start building next summer or fall. Affordable housing laws have caused some confusion interpreting building codes.
- 190-210 housing units could potentially be filled in the IVC area.
  
- Kentfield: the lot that had Chinese restaurant is clean and ready to build up to 20 apartments. Includes underground garage. Will bid next summer, start building in 2 years if all goes as planned.
- Two units above Reprographics – one is being renovated, the other is out for lease now.
- Entry-level COM faculty would qualify for affordable housing.
- Does COM housing count towards Marin’s quota of affordable housing? Yes, it would count. Ours would be the first project for educational employees in Marin County to be built. All COM parking lots are on the list for buildable property, however neighbors would likely object to these projects.
- COM will need other funding sources in order to build some of the projects above.

**Objective 3.2**

Develop the Board policies, administrative procedures, and associated collective bargaining related to employee housing.

**Champion Presentation by: Patrick Ekoue Totou and Holley Shafer**

**See Champion Report\_CS6 in Additional Materials with the 5/15/23 Agenda**

**CS6: Execute and support existing and evolving technology initiatives.**

**Objective 6.1**

Adapt and improve instructional technology for student success and post-pandemic requirements.

**Objective 6.2**

Improve direct technology support for users.

**Objective 6.3**

Improve the availability and usability of institutional data.

**Objective 6.4**

Modernize college-wide applications, functions, services deliveries, and communications.

**Objective 6.5**

Modernize the technology infrastructure.

**Discussion:**

- Re: Hyflex classrooms: Two new Hyflex classrooms per year will be added. AC 255 is almost ready now, when that is finished, more will follow.
- Re: Pop-up Student quick survey. Depending on what service the student received, they will be asked one question. Quick questions ie: How do you feel about the service? Thumbs up/thumbs down. Objective is to be as easy as possible for students to answer.
- EPC has suggested using Pop-up survey to ask students “Is this still your Major?”. Patrick can discuss this offline with Holley.
- Can the AI chatbot be used for after-hours IT help? Yes, that is the purpose.

**Debrief Discussion:**

What opportunities would there be for students to help with IT after-hours help as part of their education? Discussion that this could be advantageous for students and the college.

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

Strategic Plan Progress reports will be sent out to EPC members by email soon. Members should look them over and give approval by email.

Call for feedback on EPC meetings by completing the committee survey that will be sent out.

**Wrap Up**