

**Educational Planning Committee**  
**November 6, 2023**  
**2:00-4:00 p.m.**  
**AC 229 and Zoom**

**Present:** Alina Varona, Sara Malmquist-West, Emily Fox, Alison Brier Welch, Julian Solis, Zachary Rowson, Mary Kesler, Lilyana Huijon, Hector Saez, Holley Shafer

**Absent:** Greg Nelson, Eresa Puch, Tino Vicencio Mares, Irina Roderick

**Agenda:** Approved

**Minutes from last meeting 10/16/23:** Approved

**Study Session:**

- Facilitator leads review of CER 1, CER 2, and IP 4

**Champion Presentation by: Alina Varona**

See CER1\_ChampionReport\_20231106 in Additional Materials with the 11/06/23 Agenda

**CER 1: Enhanced partnerships with business/industry to meet student and local workforce needs**

**Objective 1.1**

Improve internal coordination to ensure a mission-aligned approach to expanding business, industry, and community partnerships.

**Objective 1.2**

Delivery methods for current and potential educational content meet community, industry, student, and other mission-specific needs.

**Discussion: Emerging, Developing and Established**

- Dr. Varona shared the outline of an Advisory Committee (Fire)
- Partnerships: College Consultation Group – formed at MSC meeting
  - Will send out a survey regarding formal and informal partnerships at the college.
  - Identified opportunities and key leads, then developed small working groups. Inquiry areas regarding utilization of space at the college.
  - Working toward a visible COM event advertisement space and a central form for events.
- Discussion of next planning cycle – Strategic Plan is about change.
  - Objectives should be written to achieve specific change; action steps should be written such that it's clear when they have been completed.
  - Agreement that the Emerging, Developing and Established are better progress descriptions for our future Champion Reports.

**Champion Presentation by: Julian Solis**

See CER2\_ChampionReport\_20231106 in Additional Materials with the 11/06/23 Agenda

**CER 2: Enhance and optimize partnerships between COM and the K-12 educational system, including IVC offerings.**

**Objective 2.1**

Concurrent enrollment offerings provide college access to a greater number of high school students, especially under-represented, and leads to increased college attainment and success.

**Objective 2.2**

Increased K-12 participation in campus events and opportunities to ensure college connection and degree completion.

**Discussion:**

- Topics for Administrators' Breakfast - Open to ideas
  - Dual-enrollment opportunities
  - Get feedback from the HS
- Why ASL classes as dual-enrollment class? Possible to include other languages?
  - ASL Classes are not already offered at the HS.
  - Many students take Spanish, success rate is not great.
- Taking a COM class accelerates HS students through language requirement
- Suggestion to include International partnerships – inviting international counselors to events
- Building a student CRM – track students who attend these dual-enrollment classes using contact info and to do student follow-up

**Champion Presentation by: Jonathan Eldridge**

See IP4\_ChampionReport\_20231106 in Additional Materials with the 11/06/23 Agenda

**IP 4: Develop innovative offerings, scheduling, and delivery methods for student success and equity.**

**Objective 4.1**

Develop student-centered, data informed course offerings that consider scheduling (time of day / late start) and delivery methods that enable student success and equity.

**Discussion:**

Discussion with Articulation Officer Sarah in preparation for changes in Cal-GETC. Fall 2025 Course numbering will probably be postponed until 2027

**EPC Discussion and debrief:**

Change progress markers to: Emerging, Developed and Established  
Discussion of the challenge of continuing DE courses when faculty leave or are unable to teach—POCR process takes many hours, may not be worth it for part time faculty  
Suggestion to elevate this challenge in discussions about Distance Education.

**Study sessions for next time: EQ 1, EQ 2, EQ 3**

**Wrap Up:** Next meeting is Monday, November 20 (AC 229 and Zoom)