

**Educational Planning Committee**  
**April 1, 2024**  
**2:00-4:00 p.m.**  
**Zoom**

**Present:** Holley Shafer, Mary Kesler, Alina Varona, Brier Welch, Emily Fox, Sara Malmquist-West, Julian Solis, Zachary Rowson, Lily Barajas, Irina Roderick

**Absent:** Hector Saez, Eresa Puch

**Agenda:** Approved

**Minutes from last meeting 3/18/24:** Approved with correction on Brier Welch attendance

**Study Session:**

- Facilitator leads review of SAS 3, SAS 4 and IVC 3

**Champion Presentation by: Cari Torres-Benavides and Jon Horinek**

**SAS 3:** [Provide effective orientation and early support to students so that they can determine and achieve their educational goals.](#)

**Objective 3.1** Develop mandatory first-year strategies.

**Discussion:**

Orientation discussion

- Students opt in. Not mandatory.
- Orientations are mostly virtual.
- In-person orientation – not many students showed up. It's not required, so there is no incentive to attend.
- If students attend College Success Saturday, they get priority registration.
- Undeclared students could benefit from orientation.

**Champion Presentation by: Cari Torres-Benavides and Jon Horinek**

**SAS 4:** [Build awareness in students of educational goal options and paths to achieve these goals.](#)

**Objective 4.1** Increase the number of students who have current educational plans that align with their educational goal.

**Discussion:**

Students can now change their major using an online form which then goes to an evaluator.

- Primarily the counselors are using the form when they are meeting with a student, but it does not require being used in the presence of a counselor.

- There is no method currently for prompting a student to ask if they are still in a certain major, if they're not taking the classes for that major. There are enhancements in Degree Works to tell students that they are off of their degree plan.
- Most students using the form to change their major are working with a counselor.
- At the time of registration, Banner asks students to confirm their major. They can change their major then.

**Champion Presentation by: Jon Horinek**

**IVC 3: Improve student access to IVC, including transportation.**

**Objective 3.1** Improve student access to IVC as part of the plan for IVC Goal 1 educational use of IVC.

**Discussion:**

Improvements have been made in having services up at IVC.

WIOA (integrated college and county services including access to EDD and/or other workforce career services) is complete and fully operational at IVC.

Transportation continues to be an issue.

- Jon would encourage us not to focus on the transportation.
- Shuttle has been a suggestion, but it's difficult to make that work.
- More communication needed that IVC is another COM campus, not separate college.

Discussion of moving Nursing Program to IVC.

- Having Clinical sites nearby is a consideration
- Moving to IVC doesn't necessarily fulfill this goal
- Would have to physically reconfigure all facilities.
- Nursing program is increasing in enrollment.

Fast Facts last year 2500 students took classes at IVC, 7000 at Kentfield, 3400 DE courses.

**Wrap Up:** Next meeting is Monday, April 15 (Zoom only)

Next meeting EPC will discuss feedback on how effective we are at monitoring the EMP, how EPC is fulfilling its charge, discuss ways of working with Champions or Stewards next year.