

Educational Planning Committee (EPC)

October 6, 2025
2:00-4:00 p.m.
Zoom

Present: Holley Shafer, Mary Kesler, Emily Fox, Hector Saez, Nicole McIntyre, Laura Cooper, Kai McCarthy, Brier Welch

Absent: Eresa Puch, Julian Solis, Kathleen Antokhin

Review Agenda – Agenda approved

Minutes from last meeting 9/15/25: approved

EPC Chair/Co-Chairs election:

- No volunteers for co-chair position; will check with absent classified staff

Meeting Agreements:

- Hector shared sample meeting agreements (e.g. arrive on time, be concise)
 - Hector will post these rules in the EPC Shared Docs folder
- Committee will develop questions to guide debrief after goal steward presentations

EPC SharePoint

- Mary will move EPC documents to the EPC SharePoint site for better document access/organization

Goal Steward visit:

Holley Shafer - Work & Grow Goal #3: Provide employee-informed professional growth opportunities for employees to excel in their work and prepare for advancement opportunities.

- Focus on optimizing ProLearning system for tracking/accessing development opportunities
 - Use ProLearning to provide information to managers to advise their staff of opportunities and help track employee participation
 - Professional Learning funds – assess processes to ensure equitable opportunities are available to all staff
- Questions on PD needs will be included in fall 2025 employee survey
- Working on aligning professional learning plan with Plan 2030 and Vision 2030
- Developing operational plan for new Professional Learning & Development Center
 - Open House in PLDC will be planned for January
- Piloting leadership mentoring program for 6 classified staff this year, may expand in future

Performance indicators

- Priority 1 (Best Place to Learn): Using Chancellor's Office Vision 2030 metrics on completion, equity gaps, transfer, etc.

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- Priority 2 (Great Place to Work): Will use employee survey data, retention rates, engagement metrics
- Priority 3 (Community Catalyst): Still developing local metrics on environmental impact, community partnerships
- **Discussion:**
 - Concern about improving student outcomes numbers not just by increasing enrollment; need to ensure rates improve as well
 - Challenges with promoting California Promise Grant (fee waiver) to students

Next meeting: Oct. 20

Meeting Adjourned