

## **Educational Planning Committee (EPC)**

**November 17, 2025**

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

**Zoom**

**Present:** Holley Shafer, Mary Kesler, Emily Fox, Laura Cooper, Brier Welch, Kathleen Antokhin, Hector Saez, Kai McCarthy

**Absent:** Julian Solis, Eresa Puch, Nicole McIntyre

**Review Agenda** – Agenda approved

**Minutes from last meeting 11/3/25:** Approved with correction to PLDC abbreviation

**Strategic Priority: Be a Great Place to Work and Grow**

**Steward: VP of Human Resources - Nikki Harris**

**Goal 4. Nurture well-being via employee-informed programs, activities, and benefits.**

Conduct needs assessment:

- Conduct employee focus groups to assess needs, barriers to campus participation, and ways to support work/life balance

Encourage participation:

- Increase participation in existing benefit opportunities: EAP, IVC and KTD gyms, wellness programs, etc.

Support employee relationship building:

- Establish employee social clubs/extracurricular activities, including after work, Fridays
- Fully implement Caring Campus activities

**Discussion:**

- Problem: Low engagement with college-wide surveys due to trust issues and survey fatigue.
- New Strategy: Focus on in-department engagement to build trust and break down silos
  - Scaling information to the smaller groups who then bring to larger groups
  - Managers encouraged to list events at Department Meetings, encouraging staff to attend
- Suggestion to have in-person focus groups and short, anonymous "pulse surveys" (e.g., weekly) to gather more meaningful feedback.
- Communication: Shift from dense emails to bulleted lists and department meeting announcements to increase awareness of events.
- Culture Shift: Empower managers to prioritize employee well-being by creating space for engagement activities.

- Social Events: Formalize and promote existing informal social clubs (e.g., book clubs) to increase participation.

**Strategic Priority: Be a Catalyst for Positive Community Change**

**Steward: Associate Dean of Student Activities & Advocacy - Sadika Sulaiman Hara**

**Goal 2. Maximize social service impact for underserved community members via collaborative coordination, promotion, and integration with community partners and agencies.**

Augment resources:

- Develop opportunities for external partners to provide onsite support
- Find ways to supplement funding for COM Cares emergency assistance

Facilitate collaboration:

- Facilitate cross-training programs so service providers understand and can refer clients to complementary resources
- Explore data sharing strategies across agencies

**Discussion:**

- Students in crisis often lack the skills to navigate complex referral processes, causing them to "slip through the cracks."
  - Proposed Solution: A "high touch" counseling model where each student is assigned a dedicated counselor.
  - Rationale: Provides a consistent point of contact, builds trust, and ensures students receive a comprehensive "roadmap" of support services.
  - Precedent: This model is proven effective in EOPS, SAS, and MESA
    - ❖ Some other Community Colleges have social workers on campus
    - ❖ EPC can make recommendations for having social workers on campus
  - Barriers: Requires a commitment from the Counseling department.
    - ❖ Counselors would need to have a case load of 200-300 students
    - ❖ Bring in the new AVP of Counseling & Student Services into discussions on this topic
  - Funding: Hiring social workers for intensive case management would require new funds.
- Current Partnerships & Gaps:
  - Strong: 10,000 Degrees, Canal Alliance, Huckleberry Youth Services.
  - In Progress: Intentional outreach to Marin City.
  - Needs Rebuilding: CalFresh partnership, which weakened after COVID.
  - New: Exploring housing options at Dominican University and Redlands.
- Data & Funding:
  - Tracking: Service data collection is inconsistent; a standardized process is needed.
  - Funding: Future state funding for housing is uncertain, with a potential reduction from 87% to 37%.

- EPC Debrief:
  - Free Textbook Program Cancellation
    - Rationale: The library dean cited equity concerns, as the program was not scalable college wide.
    - Impact: Creates an immediate issue for faculty who have already scheduled the materials for next semester.
    - This highlights a broader communication issue, as faculty were not informed of the decision until recently.
    - Discuss this topic with Julian Solis at the December 1 meeting
  - Schedule the new AVP of Counseling & Student Success to discuss the high-touch counseling model and social worker proposal – most likely in the spring semester.

Next meeting: December 1

Meeting Adjourned