

## Educational Planning Committee (EPC)

May 4, 2026  
2:00-4:00 p.m.  
AC 217 and Zoom

**Present:** Holley Shafer, Mary Kesler, Laura Cooper, Kathleen Antokhin, Brier Welch, Kahtara Harris, Nicole McIntyre

**Absent:** Eresa Puch, Hector Saez, Kai McCarthy, Emily Fox, Julian Solis

**Review Agenda** – Agenda approved

**Goal Review by Holley Shafer**

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

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

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

**Conduct needs assessment:**

- Convened a Strategic Party Work Group with reps from PLC, IDEA, and EEO.
- Conducted focus groups with Classified Senate, IVC employees, and Caring Campus members.
- Surveyed department heads on well-being activities → revealed a disconnect in understanding.

Conclusion: Well-being efforts are decentralized and piecemeal, lacking a shared definition and connection to Plan 2030.

**Encourage participation:**

- Launched new initiatives: Spring Wellness Fair, HR Huddles, Employee Appreciation Day, and the first Employee Research Group.

**Support employee relationship building:**

- Caring Campus implementation is complete.

**Year 2 Strategy:**

- Define Wellness: Establish a common language using five pillars: physical, mental, social, professional, and financial.
- Re-establish Wellness Program: Revive the Wellness Committee to drive education and activities.
- Supervisor Education: Train managers to support employee participation in well-being activities.
- Expand Community Building: Continue IVC COMMunity hours, nature walks, and art-based activities.

- Encourage more Employee Resource Groups (e.g., knitting, elder care).
- Improve Data Collection: Develop better methods to measure participation and impact, moving beyond email surveys.
- Change the language of Caring Campus goal to “continue to assess and improve activities”.

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

**Goal 3:** *Reduce environmental impact institutionally and locally via collaborative efforts to address transportation, housing, waste, and energy generation/consumption issues which disproportionately impact underserved communities in Marin.*

**Stewards: Klaus Christiansen & Jon Horinek**

**Conduct assessment:**

- COM joined AASHE and its STARS program to track sustainability metrics.
- Completed a transportation survey (analysis pending).
- Problem: The college faces challenges with waste contamination and low employee adoption of sustainable transportation.

**Implement campus initiatives:**

- Installed new four-stream waste stations in the Center for Student Success (CSS).
- Upgraded 20 EV chargers in Parking Lot 12 and installed 6 new ones at the M&O Yard.
- Began transporting compost from IVC to the organic farm.
- Formed the Environmental Action Committee (EAC) in Dec 2025.
- Transportation Incentives:
  - Redwood Bikeshare: Exploring a partnership for e-bike docks on campus.
  - BayPass: Investigating a program to provide employees with unlimited access to 27 Bay Area transit agencies.
  - Housing Partnership: In final stages for a 50-room residence hall at the University of Redlands (former seminary).

**Support learning and behavioral change:**

- Develop training modules for new employees and students on proper waste sorting.
- Launch "Green Team Ambassadors" (students) to educate peers and assist at events.
- Suggestions: Submit a Flex Week proposal for an environmental sustainability training session and/or activities at It's Fall Y'all or Spring Fling to educate students and employees

**Year 2 Strategy:**

- Microgrid Feasibility Study: National Renewable Energy Labs (NREL) is analyzing energy usage to inform a solar/battery microgrid that could provide 12–48 hours of energy independence.
- Waste Management Rollout: Expand the four-stream waste station program campus-wide. Custodial staff will no longer empty individual office/classroom bins.

- Continue environmental sustainability training of students and employees

**EPC Next Steps:**

- Prepare for the May 18 year-end debrief, focusing on feedback for the monitoring process and future committee structure.
- Holley: Share the draft year-end progress report with EPC for offline review.

Next meeting: Fall 2026

Meeting Adjourned