



Educational Planning Committee (EPC)

MEETING MINUTES

September 21, 2026 | 2:00 - 4:00 pm

AC 217 & Zoom

Present: Nicole McIntyre, Mary Kesler, Kathleen Antokhin, Brier Welch,

Absent: Holley Shafer, Eresa Puch, Emily Fox

Agenda - Agenda approved

Minutes – 5/4/26 approved

Introductions of EPC Members

Review of EPC Committee Charge

- Questions regarding Educational Master Plan terminology and annual review process
- Does EPC review and recommend new APs about educational planning?
- Are we still operating under an Educational Master Plan? Or should wording be edited to Strategic Plan?

Nominees and/or volunteers for Chair and/or Co-Chair

- Nomination of Holley Shafer for chair/co-chair
- Nomination of Emily Fox for co-chair (not present at the meeting)

EPC Committee Agreements/Best Practices

- Discussed and agreed to Meeting Agreements document that was brought forth last year.

Review of Plan 2030 goals and Year 2 draft implementation plan

EPC Discussion during review of Plan 2030 Goals:

1. Discussion and questions about how Performance Indicators for the 3 Strategic Priorities are determined
2. Discussed how employee vacancies are affecting progress

Steward visit schedule:

- Stewards for each Strategic Plan Goal will attend one EPC meeting in 2026-2027
- Review of points that Stewards were asked to update EPC on last year:

1. Progress & Accomplishments

- Progress toward the recommended strategies under your goal, including highlights and key accomplishments
- 2. Coordination & Engagement
 - The approach you have taken to coordinate with your coordination team and implementation leads
 - How you have engaged stakeholders across the college (faculty, staff, administrators, students, as appropriate)
 - How you have communicated your role and the work associated with implementing your designated Plan 2030 goal
- 3. Challenges
 - Barriers or constraints encountered
 - Areas where additional coordination, clarity, or support may be helpful
- 4. Looking Ahead
 - Recommended modifications to existing strategies
 - Additional strategies that should be incorporated into Year 3 implementation plans
 - The intent of these updates is not evaluative, but rather to support shared understanding, transparency, and continued cross-college collaboration as we advance Plan 2030.

Monitoring Plan 2030 progress

- EPC will meet with each of the ten stewards once during the year for a one-hour discussion, Allowing more time for meaningful conversation with each steward.
- We would then use the remaining meeting time for EPC discussion and other committee business and create more space for us to engage with one another as a committee.
- At the end of the year, we would ask all stewards to provide a brief written update on their progress outside of the committee meetings.
- Based on those updates and our discussions throughout the year, we would invite individual stewards back to an EPC meeting later in the spring, if the committee feels additional information or discussion is needed.

EPC Feedback on the process

1. Suggestion to invite all Stewards together in the room when discussing Goal progress
2. Discussed asking Stewards if there is anything that EPC can do to assist in progress
3. Since, there will only one EPC check-in with each Steward this year, agreed that Stewards can be invited back or asked for follow-up info if needed.

Wrap-up

- Next meeting: October 5, 2026