

October 15, 2018
2:00-4:00 p.m.
Room AC217

Present: Peggy Dodge, Cheo Massion, Christina Leimer, Connie Siegenthaler, David Everitt, Fernando Sanchez, Julian Solis, Hien Nguyen, Holley Shafer (guest), Steve Newton

Absent: Lauren Halvorson, Leslie Lee, Elizabeth Pratt

MINUTES

Agenda

Agenda approved for the current meeting.

Minutes

Minutes approved for 10/01/18 meeting. It was decided to amend the minutes to include the words “narrow & focused” in Item 4 under the **Education** heading to read: “Focus of Chancellor’s office is narrow & focused on Pathways to Degree, Transfers could be detrimental to COM, AB705 is both a negative and a positive.” Committee will request more explanation from Lauren Halvorson on her comment “COM is importing its diversity” at the next meeting.

Focus Group Feedback Discussion

The focus groups were held at the request of the Board of Trustees in an effort get feedback and ideas from a variety of external stakeholders, rather than holding only two general open forums for the Marin community.

EPC members were given written reports showing the feedback from each focus group. Focus group participants were asked four questions:

- In a quick phrase, what describes COM? What words or images occur to you when you think of this College?
- What does COM do well?
- What should COM improve?
- What new opportunities do you see that COM should engage in?

Highlights noted from the documents included:

Business/Industry – try to align CTE classes with local businesses, possible internships with on campus projects such solar or organic garden. COM’s community responsiveness is seen as slow, could be doing much better. Internships from COM are seen by students, employers and advisors as short term, semester long only. Should foster a view with all these groups that these could be longer term and lead to possible full-time employment. Need to have both types of internships, both employer based and community service based. Emerging fields cited

as a huge opportunity for CTE and internship possibilities. Due diligence must be done to ID fields that are “here to stay” not “fly by night”. COM’s slow response might be seen as moving thoughtfully, data is required to make informed decisions and this takes time. How does a new CTE program get developed? How long does it take to get it online?

K-12 – Increase communication with high schools. President takes a standard set of data back to high schools, but it doesn’t include completion rates. Student ambassador programs are very successful, enlarge student ambassador program so first time students feel connected when they get here.

Retention of Latino students and outreach to families, Marin has a large population of “newcomer” students who age out of the high school system. COM is reaching out to Adult Ed schools. Latinx and African Americans have a lower retention rate. Explore pathways for ESL students to move into college courses.

Transportation – IVC needs better bus service. More active engagement with regional transit & Marin Transit. Possible IVC shuttle?

Aging Commission - Streamline registration process for credit classes for seniors.

Takeaways –Overall focus groups discussions align well with Environmental Scan. Seems to be broad agreement on the issues affecting COM between various groups.

All COM Forums – 2.5 hours

We will do an exercise to see what forum participants believe are the external environment issues most likely to have the greatest impact on COM over the next 6 years. This is the “soup” we live in and from which we develop the college plans. Also, will review what COM has achieved. The goal of the forums is to find out what participants think COM should focus on for the next 6 years.

The handouts - *Highlights_External_Internal_Info_for_EMP & Environ_scan_combined_results* will help to get people thinking about the issues. Ask for people to choose areas they see as most important and then have small group discussion and report out to the larger group. The goal is to establish goals/priorities and give people a place for new ideas/opportunities to emerge. Not everything discussed will appear in the plan. EPC’s job is to decide the final Focus Areas and Goals in the EMP based on all of the research, current plan progress and internal and external community discussions. Priorities that go into the plan will be limited only by available resources, including money and workload. Want to include what is controllable by the college, and realistic and achievable, though can be a stretch.

Five major pieces of information are the basis for consideration of priorities at the forums:

1. Mission and Values
2. Convocation mission and values discussion

3. Environmental scan discussion
4. Chancellor's Office goals
5. Goals in last plan that were not met

CO Initiatives and Directives, Vision for Success

How do we align with CO goals, what are we doing already that aligns? PRIE put together *CO Strategic Vision at COM* – a handout that is a planning/theoretical device to see what would need to be accomplished at COM based on the metrics in that plan if the college aligns with vision from CO and helps the system achieve those goals. That document will be updated and shared with the EPC. Question arose – if CO is looking to achieve system wide goal/metrics does each college contribute the same amount or some more, some less? Specifics of this, as well as the extent to which the CO expects colleges to participate are still being clarified.

Environmental Scan Synthesis Document

Bullet points and notes from each group discussion were synthesized into a single document. Topics that were rated highest across groups rose to the top of the document as major issues and single items were listed under "Other Thoughts." As the topics emerged each group's discussion and points were added in under the appropriate heading to give context and depth on the issue.

Next meeting: November 5, 2018 – review of feedback from All COM forums. Discuss how to review information to develop EMP priorities. Begin review and priority development.