

**October 2, 2017**

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

**Room AC217**

**Present:** Cara Kreit, Cheo Massion, Christina Leimer, Connie Siegenthaler, David Everitt, Elizabeth Pratt, Emy Bagtas, Mia-Khau Chia, Peggy Dodge, Steven Newton, Nicole Oldendick

**Absent:** Alexander Vassiliou, Miriam Fabian Garcia

## **MINUTES**

### **Agenda**

Agenda approved for the current meeting.

### **Minutes**

Minutes for 9/18/17 meeting were approved.

### **Preliminary Discussion about the Next Educational Master Plan (EMP)**

Discussed options for timeframe the next institution-level plan will cover. The next plan will span six years or less in order to account for the external and internal forces that affect the College in a timelier manner than previous ten-year plans. Also discussed whether to keep the multiple levels of plans (EMP, strategic & unit/dept plans) or combine the EMP and strategic plans into a single plan. Goal is clarity. If combined, how to do prioritization of goals? How and when to modify plan considering progress and changing needs. The plan could include the high-level recommendations and be further broken down into implementable actions that will likely cover two periods of three years each, regardless of how they are formatted in a document (as an EMP & strategic plan or a combined institution-level plan). The institution-level plan will be developed in Fall 2018 through Spring 2019 and will include the planning bodies listed in the Integrated Planning Manual and other campus constituents. The EPC will dedicate meetings during this timeframe to plan development. The EPC will not hear reports on the Strategic Plan 2015-2018 during that time, but PRIE will continue to track its metrics as requested by the president. PRIE will map out the plan development timeline, taking into account other deadlines that might impact capacity.

### **SWOT Analysis**

The President requested that staff and faculty engage in SWOT analyses so the results could be discussed at the next Cabinet retreat. In response to the President's request, EPC members engaged in an informal SWOT analysis; listing and discussing the College's strengths, weaknesses, opportunities, and threats. When developing the next institution-level plan, SWOT analyses will be done at a larger scale in community forums.

**Next meeting:** December 4, 2017

Agenda items include presentations on Objective 1, College Systems 6.1, 6.2, and 6.3. The agenda will also include a review of the components of the plans and how they fit together.