

**September 24, 2018**  
**2:00-4:00 p.m.**  
**Room AC217**

**Present:** Cara Kreit, Cheo Massion, Christina Leimer, Lauren Halvorson, Connie Siegenthaler, David Everitt, Steven Newton, Elizabeth Pratt (via Zoom), Fernando Sanchez, Hien Nguyen, Holley Shafer (guest)

**Absent:** Peggy Dodge, Leslie Lee, Julian Solis

### **MINUTES**

#### **Agenda**

Agenda approved for the current meeting, then amended to include an update on the question raised at the last meeting about academic excellence as potential finding from the mission and values convocation forum.

#### **Minutes**

Minutes approved for 9/10/18 meeting. Discussion ensued regarding the question about academic excellence as a finding. After review of the data since the last meeting, Christina and Cara proposed that the label for the bullet in the highlighted findings be changed to read Instructional Programs, rather than AB705/Pathways/Basic Skills. The data did not seem to support “academic excellence” as a finding. The three items originally shown as a single top-level category would then be moved to bullets under the category Instructional Programs (strength and needs improvement). Also, the word “pathways” would be lower case to avoid confusion with the Pathways Program. Pathways in this context includes student onboarding, matriculation, and learning communities, as well as streamlined academic programs. It was noted that the convocation discussion document will only be one piece of the overall EMP planning discussion.

#### **Introduction of new members:**

One new member joined at this meeting, so all members introduced themselves.

#### **Strategic Plan Progress Report Discussion**

Decide what items from the 2018 Progress Report need to be brought forward to the new plan. Members reviewed the progress report prior to the meeting with this question in mind. During the meeting, members were given a worksheet with a list of objectives that have yet to be completed as possible areas to be brought into the next plan. They took about ten minutes to designate items as Yes, No or Needs Discussion. It was noted that this discussion would be part of the larger planning process and some items would continue to evolve as the process moved forward and was informed by other forums and discussions.

The decisions made from this discussion follow.

**Student Access**

- 2.1 Time to Degree – Yes 7, No 1, ND 2  
Bring forward with modifications and review of data & current conditions.
- 2.2 Increase Enrollment – Yes 8, No 0, ND 2  
Yes, possible modification based on Marin’s population characteristics. May need to change “Increase” to “Diversify” or “Strategic Enrollment Management,” something that keeps a focus on enrollment, but not increasing it unless that’s feasible.
- 2.3 Decrease Late Registration – Yes 2, No 4, ND 4  
Yes, but likely modify based on PRIE research findings.
- 3.1 Distance Education Program – Yes 5, No 1, ND 4  
Yes, with modifications, considering current conditions and need.
- 3.2 Faculty trained in instructional technology – Yes 2, No 2, ND 4  
Yes, modify to focus on faculty use and quality of use.

**Student Success**

- 1.2 Increase student persistence – Yes 7, No 0, ND 4  
Yes
- 1.4 Reduce disproportionate impact – Yes 6, No 1, ND 1  
Yes
- 1.5 Reduce financial aid disqualification – Yes 3, No 1, ND 6  
No recommendation, many successful steps have been taken. Unsure what might need to come forward, if anything on financial aid.
- 4.1 Increase % students advancing to college level courses – Yes 7, No 0, ND 4  
Yes, modify as needed in light of AB705/Multiple Measures.

**College Systems**

- 1.1 Full utilization of IVC – Yes 6, No 0, ND 5  
Yes. Strategic plan will need to operationalize what “fully utilize” looks like.
- 6.3 Transfer of COM Foundation money to college – Yes 2, No 0, ND 6  
No recommendation at this time.

**Additional Strategic Objectives**

- 2 Strengthen visibility and image of COM – Yes 7, No 1, ND 3  
Yes, metrics and performance indicators need modification. Distinction needs to be made between “community image” and “academic excellence” reputation, also marketing versus actual reputation. Review Community Responsiveness section of previous EMP for possible modifications and indicators.

**Additional Objectives Not Mentioned**

**Student Success**

- 1.1 Will be addressed elsewhere, since diversity/equity issues were prominent in the convocation mission and values discussion.

**College Systems**

- 6.1 Include the issue of transparency regarding budget/finance.

**Environmental Scan Overview for Next Meeting**

Christina and Cara gave a brief overview of the discussion format for the next meeting regarding the Environmental Scan. Areas of discussion will include the categories/topics designated in the document “Environmental Scan Highlights” and another category called Marin Culture. The external environment information will be reviewed for its implications/potential effects on COM.

**Next meeting:** October 1, 2018