

**Sample: Educational Planning Committee Report
Academic Year 2019-2020**

Year 1 of the Strategic Plan 2019-2022
Year 1 of the Educational Master Plan 2019-2025

EMP Focus Area and Goal: SAS Goal 3

Champions: Dean of Enrollment Services, Assistant Vice President for Instructional Support

[2019-2025 EMP and 2019-2022 strategic plan
Timeline for Implementation](#)

EMP 6-Year Goal and Strategic Plan 3-Year Objectives:

Student Access and Success EMP Goal 3: Provide effective orientation and early support to students so that they can determine and achieve their educational goals.

SAS Goal 3 Performance Indicator: Five percent increase in fall-to-spring persistence among first-time students. Baseline is 74.0%, target is 77.7%. (Source: Data Dashboard; first-time students; annual average of 2016–17 through 2018–19).

Strategic Plan Objective SAS3.1: Orientations and early learning experiences are offered throughout the semester.

Progress Indicator SAS3.1.1: Increased participation in these orientation activities.

Progress Indicator SAS3.1.2: First-time credit student retention from census to fall end-of-term increases by 5%. Baseline is 88.4%; target is 92.8%. (Source: Banner; students enrolled in at least one credit course at first census, and received end of term grade, excluding grades of W and FW, fall 2016–18).

- 1. What actions have been taken toward achieving the objectives above? Please describe (reference action steps when relevant). Attach or add links to relevant documentation for each objective. Note: For attachments, clearly identify which objective the evidence supports. URLs are fine but please attach a screenshot of a webpage if the page will change over time.**

Strategic Plan Objective SAS3.1:

Meetings will be scheduled in February and March to bring in representatives from various student services areas to create the content for the calendar (important dates calendar serves as the framework). Collate and compile success tips and college services. The portal will be used to send out timely information that relates to the important dates (pacing with the time in the semester that those activities such as when to drop, study skills, tutoring, drop-in FAFSA workshops, setting up counseling appointments, etc. Timing of when to drop information to students. Mid-term grade report – then pushing out messages to students with grade of C or lower. More targeted messaging
The online orientation is being simplified and updated and will be available for fall 2020. Progress is also being made to review and make appropriate changes to the existing orientation program.

- 2. Are you on track to achieve the objectives above? Please answer these questions for EACH of the objectives separately.**

- a. Please self-rate your progress toward achieving each of the above objectives:

 Red: No progress



Yellow: Substantial progress

 Green: All action steps implemented, and objective achieved

- b. What evidence supports your judgment of progress made toward this objective? Include progress indicator data for each of the progress indicators above.
- c. Where are you not on track? What will you do differently for next year / what else needs to happen?

Strategic Plan Objective SAS3.1:

This work is delayed due to the current disruption caused by Covid-19.

3. Performance Indicator Data for EMP 6-Year Goals: Please input Year 1 performance indicator data below:

2019 – 2020: N/A

EPC Use Only:

[EPC Minutes from May 18, 2020](#)

EPC supported the above rating of “substantial progress” for SAS Objective 3.1.