

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: Instructional Programs Goal 1

Champions: Dean of Educational Success Programs, Assistant Vice President for Instructional Support

[Timeline for Implementation](#)

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

Instructional Programs EMP Goal 1: Clarify various educational pathways, strengthen existing and develop new curriculum to support those pathways, connect pathways in new ways, and educate faculty to become more knowledgeable about pathway opportunities.

IP Goal 1 Performance Indicator 1: Nine percent decrease in average number of units accumulated by degree earners. Baseline is 93; target is 85. (Source: SSM Launchboard; average number of units accumulated by associate degree earners, all students, annual average of 2015–16 through 2017–18).

IP Goal 1 Performance Indicator 2:

Decrease by 15% the proportion of students accruing more than 60 units at COM at the time of transfer to a four-year institution. Baseline is 53%; target is 45%. (Source: National Student Clearinghouse, COM MIS data; first-time COM students entering in fall 2013–spring 2017, transferring as of spring 2019, and earning at least 12 units at COM).

Strategic Plan Objective IP1.1: Student journeys (pathways) will be clearly mapped for all degree and certificate programs.

Progress Indicator IP1.1: All degrees and certificates are clearly mapped.

Strategic Plan Objective IP1.2: Program-level maps will inform two-year course rotation blueprint designs and scheduling practices by faculty.

Progress Indicator IP1.2: Blueprints and scheduling will mirror mapped student journeys.

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 IP1.1:

In progress and beginning. Slated for reporting in Year 2 and Year 3.

All current degrees and certificates are mapped and we are working to put those maps on the COM website. However, there needs to be an assessment of those pathways, better alignment, and the development of more through the work outlined in the following Action Steps.

Action Step 1.1: (Goal Year 2020-21) Map the student journeys (CTE / technical skill-building, College Skills / ESL, transfer), in collaboration with work team for Student Access and Success Objective 2.2.

Action Step 1.2: (Goal Year 2021-22) Investigate the fourth student journey – undecided – to unpack and sort lifelong learners / community education students from other undecided students in order to determine path and services needed for this undecided group.

Action Step 1.3: (Goal Year 2021-22) Assess degrees, certificates, and transfer major preparation for units accumulated and time to degree.

Action Step 1.4: (Goal Year 2020-21) Assess how COM's general education pattern supports interest clusters.

Action Step 1.5: (Goal Year 2021-22) Explore interdisciplinary connections across student journeys and leverage those to support student success.

Action Step 1.6: (Goal Year 2021-22) Continue work on re-envisioning CE to respond to workforce demands and integrate with transfer and other academic journeys/priorities. Design intentional activities to build out relationships with industry partners, in collaboration with the CER Goal 1 work team.

Strategic Plan Objective IP1.2:

Complete and in progress.

Action Step 2.1: (Goal Year 2020-21) Engage faculty in discussions on how programs fit into broader student journeys, in collaboration with Objective SAS2.2 Action Step 2.3 Work Team.

Action Step 2.2: (Goal Year 2019-20) Counseling liaisons collaborate with departments on course offerings, scheduling, and program roadmaps.

Completed: Since Spring 2019, counselor liaisons were assigned to each department. Then in Fall 2019, the counselor liaisons have been working with their assigned departments, attending department meetings to discuss course offerings, scheduling, and program roadmaps.


Action Step 2.3: (Goal Year 2020-21) Facilitate interdisciplinary collaboration opportunities to broaden lens outside of departments to see patterns in IGETC (Intersegmental General Education Transfer Curriculum), pathways, etc, in collaboration with Objective SAS2.2 Action Step 2.3 Work Team.

Beginning progress: Some progress is being made on this step with the work related to the CTE Online Pathways grant and bringing more courses online that meet the IGETC requirements. Additionally, work is underway to integrate the work around the interest clusters with the CTE online pathways and career education program (planning for the website is taking place but slowed down due to the Covid-19 crisis).

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

Yellow: Strategic Plan Objective IP1.1

Yellow: Strategic Plan Objective IP1.2

- b. What evidence supports your judgment of progress made toward this objective? Include progress indicator data for each of the progress indicators above.

Progress Indicator IP1.1: *All degrees and certificates are clearly mapped.*

Completed: All current degrees and certificates are mapped and we are working to put those maps on the COM website.

Progress Indicator IP1.2: *Blueprints and scheduling will mirror mapped student journeys.*

In progress: We are gathering data about scheduling and working with IT to develop a platform for a master schedule that is accessible to departments. In addition, part of this work is engaging faculty/departments in discussions about how their programs and degrees fit within the broader scope of student journeys and IGETC. We have established the foundation for those discussions through assigning counselor liaisons to each department.

- c. Where are you not on track? What will you do differently for next year / what else needs to happen?

Strategic Plan Objective IP1.1:

On track and work ahead:

- a. Assess current pathways for unit accumulation
- b. Align pathways with interest clusters and between programs
- c. Identify and develop new pathways

Strategic Plan Objective IP1.2:

On track and work ahead:

- a. Engage faculty in further discussions about how their programs and degrees connect with student journeys and the IGETC patterns.
- b. Consider how course delivery modes may enhance students' ability to complete degree programs/educational goal

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 Meeting Minutes May 4, 2020](#)

EPC supports the “substantial progress” evaluations for all objectives in IP Goal 1.