Educational Planning Committee Report
Academic Year 2020-2021
Year 2 of the Strategic Plan 2019-2022
Year 2 of the Educational Master Plan 2019-2025

EMP Focus Area and Goal: SAS Goal 1
Champions: Dean of Enrollment Services, Dean of Educational Success Programs

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 1: Reduce barriers to access and to students achieving their educational plan goals in a timely manner; create a welcoming atmosphere with increased human contact.

Strategic Plan Objective SAS1.1: Increase the hours and usability of student services, including evenings and weekends.

Strategic Plan Objective SAS1.2: Provide necessary information so that students can make informed math and English placement choices, in collaboration with the work team for Instructional Programs Objective 6.1.

Strategic Plan Objective SAS1.3: Improve the evaluation process that provides students with degree-applicable transfer units.

Action steps discussion for SAS Goal 1 from 10/5/2020

It was noted that there has been an increase in student services in many areas, including the reading and writing lab, tutoring, and counseling. It was noted that the position of Learning Communities Coordinator has been frozen, therefore no one person is available to track these activities. There is no system in place to track disproportionate impact for enrollment services. We know that more students are using the increased hours, but we don't know who they are. We know that there is a huge tech gap for many students, including unreliable internet access, using a phone to access MyCom and other services. The COVID pandemic has accelerated the transition from paper to online services and forms, but Wifi access is one of the biggest barriers to enrollment and registering for classes. The focus is on transitioning the website from just being a source of information to being more service based and task oriented. Many new "how to videos" have been developed to assist students in navigating the website and MyCom Portal. Work has also been done to make CCCapply easier to navigate. The MyCom Portal is still an obstacle for many students, they are expecting a new rollout of that portal in the next couple of weeks to help address accessibility issues.

Math and English guided self-placement options have been developed and being improved. English use of guides is being tracked, but Math is still in the development phase. This has been a big lift for the ESL team and the counseling dept.

EPC Feedback 10/5/2020

- Gap/Implement/Measure: We don't have a baseline for PI SAS 1.1 (students served), which would be great to have more info on in spring. How are these activities being tracked as part of Progress Indicator SAS 1.1?

- Qualitative / narrative evidence is significant and important too for this goal.

Progress Indicators

Progress Indicator SAS1.1: *Increased number of services provided, and students served outside of regular hours by year two. (Baseline: one evening per week until 6 p.m. and two Saturdays per year)*

Value for 20-21: 🟢 *Green – Student services are provided three Saturdays per year and three nights per week (pre-covid). Virtual evening services have been provided since March of 2020 twice per week.* http://es.marin.edu/

Progress Indicator SAS1.2: *Implemented tools designed to inform students of their math and English placement options.*

Value for 20-21: 🟢 *Green – Students are informed of their placement options through COM's Placement Process webpage, email, and counselors. Placement Process Link:* http://ss.marin.edu/assessment *. By the end of Spring 2021, we will have completed the Math Guided Self-Placement tool, so we will have tools for ESL, English, and Math.*

Progress Indicator SAS1.3.1: *Develop transfer equivalency tables within Banner for the top two transfer-in institutions (Santa Rosa Junior College and City College of San Francisco.)*

Value for 20-21: 🟡 *Yellow – A consultant worked with Enrollment Services to begin to develop the transfer articulation process within Banner. Testing equivalency tables will begin in summer of 2021.*

Progress Indicator SAS1.3.2: *A plan to encourage more students to submit all academic transcripts at the time of admission is developed and implemented*

Value for 20-21: 🔴 Red *– This action has not been started yet.*

Rating of progress:

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

Strategic Plan Objective SAS1.1:

🟢 Green: All action steps implemented, and objective achieved

Strategic Plan Objective SAS1.2:

🟢 Green: All action steps implemented, and objective achieved

Strategic Plan Objective SAS1.3:

🟡 Yellow: Some action steps have been implemented

Where are you not on track? What will you do differently for next year / what else needs to happen?
   COVID-19 disruptions have slowed progress on 1.3. 1.3.1 will likely be achieved in academic year 21/22.

Performance Indicator Data for EMP 6-Year Goals:

*SAS Goal 1 Performance Indicator #1***:** *Five percent increase in applicants enrolled at COM within one year of application. Baseline is 52.3%; target is 54.9%.*

Baseline / Target	Year 1 19/20	Year 2 20/21	Year 3 21/22	Year 4 22/23	Year 5 23/24	Year 6 24/25
52.3% / 54.9%	45%					

SAS Goal 1 Performance Indicator #2: *Five percent increase in students persisting from fall to spring. Baseline is 71.8%; target is 75.4%.*

Baseline / Target	Year 1 19/20	Year 2 20/21	Year 3 21/22	Year 4 22/23	Year 5 23/24	Year 6 24/25
71.8% / 75.4%	71%					

EPC Use Only:

- EPC supports evaluation of progress for SAS Objectives 1.1, 1.2, and 1.3.
- Decrease in Year 1 for P.I 1 from Chancellor's Office may not be accurate due to spam filtering of applications, but this goal will likely stay on track by end of 6 years.
- Recommendation – Tracking PI SAS 1.1 as students served instead of amount of services offered is important, so that PI should be re-written for next plan.