

LOS MEDANOS
COLLEGE

**Educational Master Plan (EMP) Core Group Meeting
AGENDA**

February 6, 2020 1:30 – 3:00 pm • Student Services Center Classroom SS-412

Chair: Chialin Hsieh

Recorder: BethAnn Stone

Group Members: Nancy Ybarra, Tanisha Maxwell, Bob Kratochvil, Carlos Montoya, Marie Arcidiacono Kaufman, Scott Hubbard, Josh Bearden, Scott Warfe, BethAnn Stone, Chris Long, Catherine Fonseca, Paul West, Shagoofa Khan, Christian Ortiz, Rochelle Arnold

Facilitator: Diane White

CURRENT ITEMS						
<i>Item #</i>	<i>Topic/Activity</i>	<i>Desired Outcome</i>	<i>Information Discussion Acceptance</i>	<i>Lead</i>	<i>Time (mins)</i>	<i>Follow up</i>
1.	Welcome		I	Hsieh	2	
2.	Agenda	➤ Consensus regarding purpose and outcomes of EMP Core Group Meeting.	I, A	Hsieh	2	
3.	Overview of EMP Timeline & Tasks: • College Forum Dates • Spring 2020 activities	➤ Reminder of upcoming forum dates ➤ Review of Spring 2020 key dates and associated activities	I, A	White/ Hsieh/ Stone	5	
4.	EMP Core Group Communication • Review of upcoming events and activities for communication to stakeholders	➤ Consensus regarding information to be provided to stakeholder groups.	I, D, A	White/ Hsieh	5	
5.	Internal Data Analysis • Approach to analyzing and applying the Internal Data to the EMP • Review example of data approaches and application to EMP	➤ Overview of approach to internal data and analysis for EMP	I, D, A	White/ Hsieh	15	
6.	Overview of SOAR Survey Results: • Preliminary review of EMP-SOAR Survey results	➤ Review and discuss preliminary results of the EMP-SOAR Survey ➤ EMP Core Group member availability to assist in facilitating forums	I, D	White/ Hsieh/ Stone	15	
7.	EMP Forums (Staff, Community, Students) • Overview of proposed agenda for forums (including 5 EMP questions) • EMP Core Group Facilitation Assistance	➤ Review and discuss proposed approach to each forum including corresponding activities and anticipated outcomes ➤ Review and confirm list of availability of EMP Core Group Members	I, D	White	15	
8.	EMP Core Group Retreat – March 6, 2020 • Overview of agenda and activities • Pre-retreat work (data packets) • Anticipated outcomes	➤ Review the proposed agenda for the retreat and associated activities (MVV tied to EMP; EMP tied to SEM).	I, D, A	White/ Hsieh	15	

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		<div>➤ Discuss the EMP Core Group Retreat Data Packets</div> <div>➤ Review and discuss anticipated outcomes – develop draft goals and objectives, integrate SEM into the EMP</div>				
COMMUNICATION						
9.	Campus Communication/Constituency Reports	Dissemination of information and solicitation of feedback from assigned Committee(s)/Constituency; and bring feedback from assigned Committee(s)/ Constituency to EMP Core Group	I	All	5	
10.	Adjournment					
11.	Future Agenda Items: <div>•</div>					
Spring 2020 meeting dates: Friday March 6 th (EMP Core Group All-Day Retreat), April 9 th						