



## EMP CORE GROUP – MEETING NOTES

February 6, 2020

### 1.) WELCOME & INTRO

- Chialin introduced Emma Blackthorne (the new Senior Dean of Research and Planning at the District Office).

### 2.) AGENDA

- The EMP Core Group reviewed and accepted the agenda.

### 3.) OVERVIEW OF EMP TIMELINE & TASKS:

- The group reviewed and accepted the *EMP Timeline* including associated tasks, the upcoming Forum dates (Employees, Community, Students) and the March 6<sup>th</sup> full-day retreat.

### 4.) EMP CORE GROUP COMMUNICATION

- The group was reminded of the various methods for communicating with constituencies and submitting feedback such as the EMP websites, upcoming activities, and regular reports in constituency meetings.

### 5.) INTERNAL DATA ANALYSIS

- Diane extracted highlights from the overall internal data analysis and provided them on the Internal Data Analysis Approach handout.
- It is noted to change the WSCH/FTEF categorization from 525 to 595 for fall 2018 - present, and keep at 525 for 2015 - spring 2018. The transition we made to the compressed calendar in fall 2018 changed this number from 525 to 595.
- The EMP will include a brief summary of this data analysis and the opportunities and gaps that were identified through this analysis.
- The group is not just looking at WSCH/FTEF in productivity but we also will be looking at degrees/certificates awarded from 2016 -2019.
- Questions:
  - Are changes in program/course names affected (i.e. PE to Kinesiology)? Diane noted this and will take a look at that in the data to note when presenting.
  - Should we separate Math into Brentwood-Math and Pittsburg Math? The group agreed that when looking at the data from a programmatic level there is no need to separate as the curriculum is the same. If we were looking at the data on a course level (i.e. course success rates), then it should be separated.

### 6.) OVERVIEW OF SOAR SURVEY RESULTS:

- We received a large number of responses from our students (approximately 63% of the total responses). Additionally, their responses were very detailed and insightful.
- Diane provided her approach to synthesizing the survey results and identifying emerging themes. Following her analysis, from the survey questions seven major themes emerged and were categorized into four (4) areas.

- Following the analysis of the quantitative results (i.e. survey question responses), Diane then conducted an analysis of the qualitative results (i.e. the comments). These responses required a little lengthier analysis as there was a lot of responses, some of which contained multiple ideas and opinions (ex. nine ideas in one paragraph).
- Diane encouraged the group members to review the SOAR survey results and comments and bring any missing themes/gaps and bring any missing themes and/or gaps to the March 6<sup>th</sup> Retreat.
  - The SOAR Survey results are posted on the Educational Master Plan 2020-2025 webpage.
  - Shagoofa stated she will post the link to the survey and the forum information on her social media to encourage students to participate.
- How do we connect with our student populations who do not regularly check their InSite, attend evening classes only, and/or do not have access to technology to provide input (i.e. adult education, ESL, CTE, evening students, CalWorks, EOP&S, Foster Youth, etc.). BethAnn will meet with Catherine Fonseca, Eva Padilla, T'Sendenia Gage, Steven Freeman, Chris Long, and Jeffrey Benford early next week to develop a communication plan for connecting with and obtaining input from our disproportionately impacted populations.

### **7.) EMP FORUMS (STAFF, COMMUNITY, STUDENTS)**

- An overview of the datasets, analysis and process will be provided via a Powerpoint presentation.
- There will have five (5) guiding questions related to the emerging themes for participants to respond to.
- Diane provided the group with an overview of the structure and agenda for the forums. EMP Core Group members will serve as facilitators to answer questions and help encourage dialog when needed.

### **8.) EMP CORE GROUP RETREAT – MARCH 6<sup>TH</sup>, 2020**

- Packets will be sent via e-mail to all EMP Core Group members on or before February 26<sup>th</sup> in advance of the retreat.
- The retreat will focus on synthesizing all of the data analyses and information collected during the forums, to begin to develop our draft goals. We will also discuss how we should integrate Strategic Enrollment Management (SEM) and Guided Pathways into the EMP.
- Diane is working with Carlos and Ines on the technology and facilities plans.
- We will also discuss the structure of the plan (i.e. terminology).