EDUCATIONAL PLANNING COMMITTEE

REVISED COMMITTEE DRAFT 9-27-11
Revised Committee Draft 10-4-11 from EPC

Charge
The Educational Planning Committee operates as a subcommittee of the Planning and Resource Allocation Committee and is responsible for coordinating and setting goals for planning broad educational endeavors at the College. Planning for specific programs and disciplines should continue to be developed at the departmental level, pursuant to the broad parameters of the Educational Master Plan. The Committee will utilize the resources and expertise of the Office of Student Learning, Student Services and Office of Planning, Research and Institutional Effectiveness (PRIE).

Responsibilities

1. Educational Master Plan – A subcommittee of the Educational Planning Committee constitutes the EMP Steering Group with responsibility to:
   a. Oversee and coordinate its development
   b. Conduct annual review of progress on strategic objectives and Education Master Plan recommendations.
   c. Review and update the remaining Ed Master Plan recommendations during the fall semester preceding the development of the next set of strategic plans. Report new or revised recommendations to the Planning and Resource Allocation Committee (PRAC) who will forward them to the College Council.
   d. Ensure that goals, objectives and specific plans are linked to financial and facilities priorities.
   e. Submit new development or changes to the various constituent groups of the college.
   f. Ensure compliance with Accreditation standards.
   g. On an “as needed” basis, examine emergency response and planning issues.

2. Recommend policy for initiating and discontinuing programs and pass recommendations forward through the participatory governance system.
3. Identify general educational/student services issues that need to be addressed and refer them to the appropriate committee and/or Senate.
4. Establish appropriate timelines to complete tasks and make recommendations.

Composition
- 7 faculty appointed by the Academic Senate.
- 2 classified staff from the instructional area appointed by the official appointing body for classified staff.
- 2 students appointed by the Associated Students of College of Marin
- 2 managers appointed by the Superintendent/President
• The Chair or Co-Chairs will be elected from the group.

NOTE:

Yellow highlighted underlined text is new language recommended by EPC and PRAC.
Yellow highlighted struck through text recommended for deletion by EPC & PRAC.
Blue underlined text is new language recommended by GRC at its 9-27-11 meeting.
Strikethrough g. is from EPC as its 10-4-2011 meeting.  
On an “as needed” basis, examine emergency response and planning issues.