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## OFFICE OF THE PRESIDENT

### **Education Master Plan Steering Committee**

Request from President Garcia to College Roundtable

September 9, 2022

Berkeley City College engages in shared governance and transparent communication of key institutional efforts, such as the Education Master Plan. In this spirit of shared governance and holding us accountable for overall Institutional Effectiveness, I am requesting College Roundtable to create an Education Master Plan Steering Committee to assist the Office of the President and Institutional Research with steering the completion of the 2022 – 2027 EMP.

As a sub-group of College Roundtable that will provide oversight to the Berkeley City College EMP work for the 2022 – 2023 year, the EMP Steering Committee will provide guidance and input on the following:

- a) Informational and engagement activities for BCC colleagues
- b) Review timeline of activities and milestones for completion of EMP
- c) Advise the creation of an EMP web page for all communications, presentations, and updates
- d) Review comments provided in campus forums, meetings, and input form
- e) Review data from environmental scan, interviews, and campus forums
- f) Review draft EMP and provide first round comments
- g) Prepare updates for College Roundtable as needed

**Time Commitment:** Includes meeting via zoom on the 1<sup>st</sup> and 3<sup>rd</sup> Monday 12:20 – 1:20pm (opposite weeks of Roundtable). This will likely transition to once per month.

**Membership:** A cross-representational group of colleagues that can be Roundtable members or designees, as appointed by the presidents of the Academic, Classified, and Student Senates.

College President

VP

Institutional Research

Faculty

Classified Professional

Student

Exec Assistant to the President