

Taft College

Educational Master Plan Committee Purpose Statement - 2024

The Taft College Educational Master Plan Committee (EMPC) serves as a cross-representative steering committee and work group, advisory to the College President, for the purpose of assisting with the development of the college's ten-year Educational Master Plan (EMP). The EMPC will work in a consensus-building manner.

EMPC Duties and Responsibilities

The responsibilities of the EMPC include:

- Serve as a resource to the College President in the development of the college's EMP
- Provide input and feedback throughout the process of plan development
- Ensure alignment of the EMP with the college's mission, vision, and values
- Ensure alignment of the college's EMP with accreditation standards
- Keep students, student success, and service to the Taft College region at the center of discussion during plan development
- Focus efforts on a college model of integrated planning, and a dynamic planning process
- Establish a meeting schedule, post to the internal college community, and invite resource persons as needed
- Encourage employee and student participation in the plan development process
- Strive for organizational effectiveness and efficiency during plan development
- Communicate the work of the EMPC to colleague constituents

Guiding Principles:

- **Accountability:** Take ownership and be responsible to all of Taft College's stakeholders
- **Impartiality:** Minimize biases in the work of the committee
- **Ethics:** Do the right thing
- **Professionalism:** Uphold high technical and ethical standards
- **Service:** Assume an obligation to assist stakeholders in understanding the committee's work
- **Transparency:** Maintain current information about the work of the project, and communicate using available channels
- Operate consistent with Taft College Values

Executive Liaison and Logistics Person

An executive liaison and a logistics person will work with the CBT team Lead:

- **Executive Liaison:** Dr. Xiaohong Li, Vice President of Information and Institutional Effectiveness
- **Logistics Person and Recorder:** Brandy Young, Executive Assistant, Institutional Effectiveness

Team Membership

The EMPC comprises representatives from each employee classification, namely, Administration, Faculty, and Classified Professionals and include a student if possible. If there is not a student member, the EMPC will ensure student voice in the process of plan development.

