

**Peters, Dena M.**

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**To:** Peters, Dena M. (dmurillo@sbccd.cc.ca.us)  
**Subject:** FW: 1.13 FW: !Educational Master Plan (EMP) Data--Updated Narratives Due!  
**Importance:** High

**From:** Peters, Dena M.  
**Sent:** Thursday, September 05, 2013 9:49 AM  
**To:** Stark, Scott R; Kinde, Haragewen A.; Cabrales, Joe L; Weiss, Kathryn G.; Chatterjee, Achala Dalal; Millican, Edward S.; McGinnis, Odette S; Bangasser, Susan  
**Cc:** Smith, James E.; Hrdlicka, Rick; Klug, Jeffrey R.; Morrison, Tracy L.; Chavez, Gloriann; Rubio, David; Rodriguez, Maria Del Carmen; Lindsey, Carolyn M; Tillman, Shalita A; Kafela, Kathy L; Johnson, Janet; Tymchek, Linda R.; Smith, Cecile; Cross, Laura B; Marquez, Vivian H.; Garcia, Rosalinda  
**Subject:** !Educational Master Plan (EMP) Data--Updated Narratives Due!  
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Hello VPs, Deans and Department Chairs,

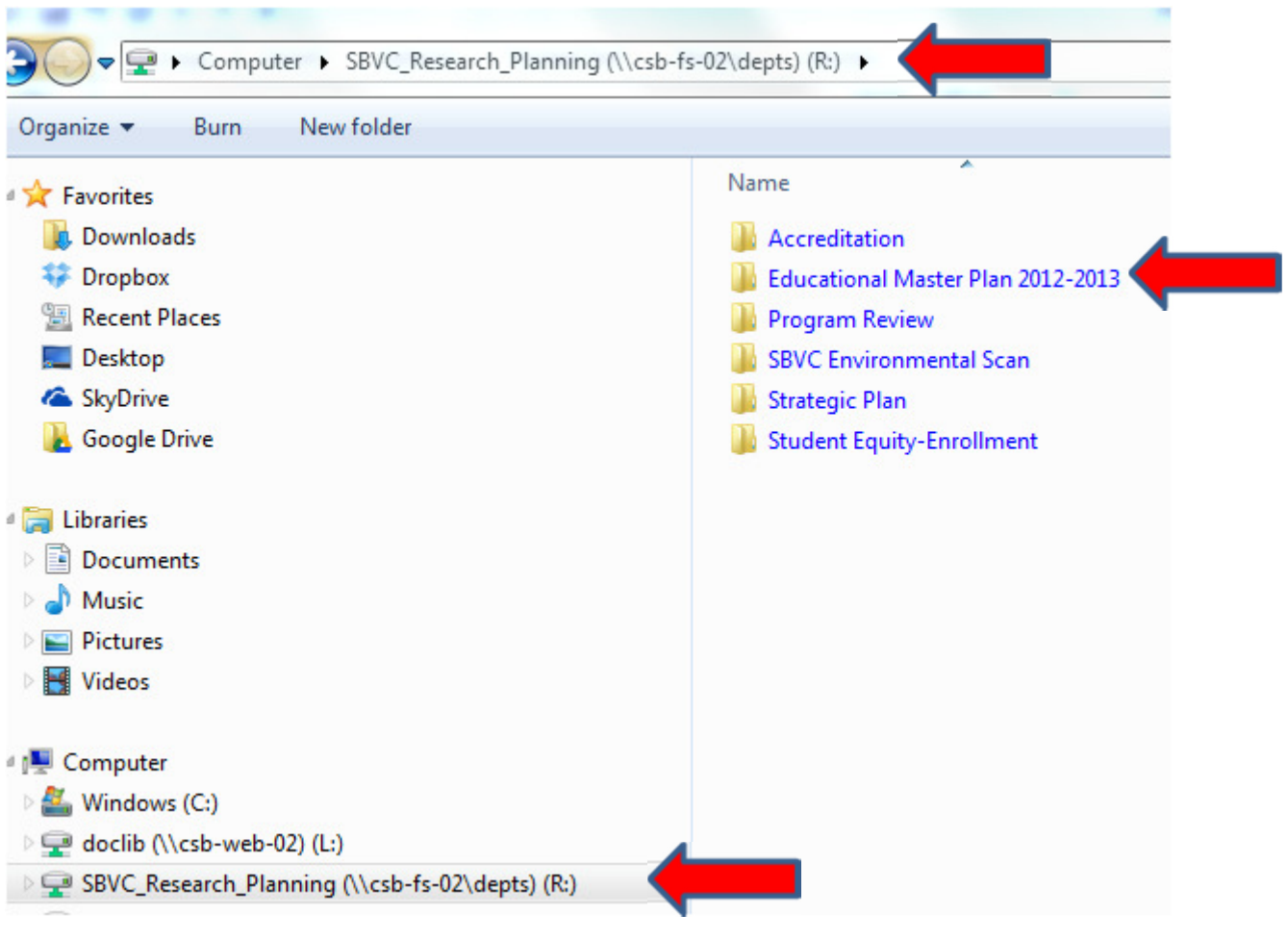
The link below will lead you to the **2012-2013 Educational Master Plan (EMP)** data sheets. These sheets include enrollment and student achievement data for the last five years. The data and your responses are necessary for a wide variety of planning purposes including program review.

**We now have a network shared drive**, in the folder titled "Educational Master Plan 2012-2013," where these documents are stored for your retrieval at the following network address,

[\\csb-fs-02\depts\SBVC\\_Research\\_Planning](\\csb-fs-02\depts\SBVC_Research_Planning) (just click on the link)

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**Here is a "snapshot" of what you should see when you go to the shared address,**



Please take a moment to review these data and update your narrative discussing the goals of your department, identify the strengths and weaknesses that the data uncovers for you, and explain how you plan to build on the strengths and work on the weaknesses. Refer to the [2011-2012 EMP](#) and/or the [2010 EMP](#) files to view your department's previous narrative.

Your narrative responses should be completed and the forms delivered to the division deans **by Friday, October 11, 2013!**

**Division deans will forward the completed sheets to the Office of Research, Planning & Institutional Effectiveness.**

If you have any comments, questions, or problems with the formatting, please contact Dena Peters at Ext. 8572 for assistance.

Thank you

Dena Peters for . . .



*James E. Smith, Ph.D.*

**Director of Research and Planning**

**SBVC**

**Research and Planning**

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