

GROSSMONT  
COLLEGE



Institutional Excellence Council (IEC) Meeting Minutes  
Aaron Starck/ Bonnie Ripley – Co-Chairs'  
Friday, May 20, 2016  
11:00 am-12:30 pm  
Griffin Gate

Member Name	Present	Member Name	Present
Aaron Starck, Co-chair	X	Bonnie Ripley, Co-Chair	X
Nabil Abu-Ghazaleh		Beth Kelley	X
Joan Ahrens		Pearl Lopez	X
Jennifer Carmean	X	Baredu Morka	
Martha Clavelle		Pat Murray	
Michael Copenhaver		Gerardette Nutt	
Gareth Davies-Morris		Lida Rafia	
		Natalie Ray	
Marsha Gable	X	Denise Schultmeyer	X
Sue Gonda		Christopher Tarman	X
Cindi Harris	X	Katrina VanderWoude	X
Tate Hurvitz	X	Evan Wirig	
Micah Jendian		Debbie Yaddow	

Bonnie Ripley called the meeting to order at 11:02 am.

**Additions to the agenda/Announcements**

Bonnie Ripley asked if there were any additions to the agenda. There were none. She asked what people thought about posting the agendas and minutes from the IEC meetings on the college website. People were not vehement one way or another about whether they should be on the college intranet or on the public pages. Cindi Harris suggested doing what other colleges do.

**KPI Summary Review/EPI Standards and Targets**

Bonnie Ripley and Chris Tarman guided a discussion of the new college KPI Summary data for 2016. The college exceeded our target for ESL sequence completion, first-time students enrolling in English and math, degrees, certificates, and student population receiving financial aid. The college was below our standard in CTE completion. The committee agreed that the new IEPI metrics would be Remedial Progress Rate and Completion for Unprepared Students. There was a discussion of when the targets should be intended for, and we agreed on 6 years, with Chris Tarman calculating the one-year increments that IEPI wanted us to do as well. Beth Kelley shared that the basic skills committee had not wanted us to set standards that were any lower than where we are already and that it would be very useful to have the number of students that need to succeed in order for us to reach those goals and have those shared with the campus. We reviewed the standards and targets and decided to change the standards to be the past five year average for Remedial Progress Rates and all of the annual metrics (with the exception of transferring students where we would exclude the seemingly-anomalous year of 2010-11 from the average). The course completion metrics would keep the same standards and targets. Metrics where we had exceeded the target had the targets increased based on what seemed reasonable either by the highest point we had in the past, the amount of effort currently going into that metric, or compared to other colleges in the county.

**Accreditation Mid-Term Report Update**

Aaron Starck urged people to send him any input they had if possible. He will be sending the draft out for review in about 2 weeks. The Report goes to the Board in September.

### **Strategic Plan/AtD Updates**

The draft of the Strategic Plan went out for comments to stakeholders earlier in the week. The deadline for submission to the Board was delayed until June. There was a workshop immediately prior to this IEC meeting with college employees to brainstorm on implementation strategies for the plan.

### **Student Learning Outcomes Update**

Denise Schultmeier joined the IEC as the new Institutional Student Learning Outcomes Coordinator. She let us know that the commencement surveys were going to be deployed again this year the same as they have been the past two years to assess the ISLO. There was a discussion of the idea of making them online in the future in order to capture more students who are completing their degree but not attending the graduation ceremony. She will be forming a task force to review the results of the survey in June with Jennifer Carmean and an evaluator. Feedback from the IEC will be needed in the fall to determine how we will assess ISLO in the future.

### **Agenda Items for 16-17**

- KPI Targets translated into numbers of students per section or some other concrete useful statistic
- Review research agenda
- Full KPI report
- Review survey calendar
- Plan Annual College Planning Forum
- Results of ISLO assessment.

Meeting adjourned: 12:30 pm

Next regular meeting, September 16, 2016