



GROSSMONT COLLEGE

Institutional Effectiveness Council (IEC)

NOTES

Friday, 17 November 2017
 11:00 a.m. – 12:30 p.m.
 ASGC Board Room (60-207)

Attendees

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| <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Bonnie Ripley, IEC Co-chair <input checked="" type="checkbox"/> Michael Reese, Interim Sr. Dean CPIE, IEC Co-chair <input checked="" type="checkbox"/> Christopher Tarman, Associate Vice Chancellor RPIE <input checked="" type="checkbox"/> Cindi Harris, Professional Development <input checked="" type="checkbox"/> Cindy Emerson, Classified Senate <input checked="" type="checkbox"/> Denise Schulmeyer, ISLO Coordinator <input type="checkbox"/> Gerardette Nutt, Program Specialist CalWORKS <input checked="" type="checkbox"/> Joan Ahrens, SLO Coordinator <input type="checkbox"/> Judd Curran, Chair of Chairs <input type="checkbox"/> Katrina VanderWoude, VP Academic Affairs <input type="checkbox"/> Laura Sahagun, Financial Aid Technician <input checked="" type="checkbox"/> Lida Rafia, Associate Dean Student Success and Equity | <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Lorenze Legaspi, VP Administrative Services <input type="checkbox"/> Marsha Gable, VP Student Services <input type="checkbox"/> Martha Clavelle, Dean Counseling Services <input type="checkbox"/> Micah Jendian, Professional Development <input checked="" type="checkbox"/> Michael Copenhaver, Director Financial Aid <input checked="" type="checkbox"/> Monica Blando, Classified Senate President <input type="checkbox"/> Nabil Abu-Ghazaleh, President <input checked="" type="checkbox"/> Nate Scharff, Academic Program Review Chair <input type="checkbox"/> Shawn Hicks, Basic Skills Coordinator <input checked="" type="checkbox"/> Stacy Teeters, Research and Planning Analyst <input checked="" type="checkbox"/> Tate Hurvitz, Academic Senate President |
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1. Welcome and Introductions	Bonnie Ripley
2. Review October 2017 IEC Notes	Notes reviewed and all action items completed.
3. Additions to the Agenda	Stacy Teeters requested discussion on Multiple Measures and Acceleration. Agreed to place on the February 2018 agenda.
4. Preliminary Mission Statement Review/Process	<p>Bonnie Ripley reminded everyone that although the Mission Statement was reviewed and edited lightly in April of 2012 at the college planning forum we have brought it up for review several times since then at IEC meetings and have decided to not review it at those times. It is now time. Given the recent work on ISLO, there is a possibility to leverage the momentum of these efforts along with insight from developing the recent Strategic Plan and new Integrated Plan. Katrina commented that it would be challenging for the Accreditation visiting team if part of the self-evaluation was under one Mission statement and part was under another, however Bonnie reminded the group that we cannot put the process off any longer. We will need to be clear what our process was and by the time we finish writing our ISER we will have our new mission statement.</p> <p>Bonnie distributed a print out of what the Accreditation is looking for in a mission statement (Standard A.I.) as well as the current GC Mission Statement Vision and Values and reminded everyone that whether we are achieving our mission or not <u>has to be measurable</u>. The first part of the mission statement basically needs to say that we are a community college, such as: what we do is prepare students for transfer, granting degrees and certificates, building skills for improved employment opportunities, and lifelong learning. Our intended student population is East County and beyond. We can match student zip code data up to map this. Lorenze reminded us that we need to include international students. As far as timing of the process, there was agreement that a small group of people could work on developing a draft and roll it out in the fall of 2018 for campus wide review and modification. This part of the Mission Statement is fairly technical and clear-cut.</p> <p>The Vision and Values are the places where the college can express its own personality. Bonnie suggested that the ISLO could be used as a framework for the college values, then as we assess them, we are assessing our success at meeting our mission. Stacy suggested that they</p>

<p>Preliminary Mission Statement Review/Process (continued)</p>	<p>include reference to guided pathways and Mike suggested that equity could be stated as a goal. Lorenze suggested that a small group could propose a draft then the same process Denise used for the ISLO could be used to edit and revise the draft based on campus wide feedback. The IEC members agreed that this was a good idea. Denise agreed to write up a plan based on the ISLO process and Lorenze agreed to help her with the process.</p> <p>Denise will share the steps of the process at the December IEC meeting and we will decide on who/when will meet to write first draft/options.</p>
<p>5. Accreditation Progress Update Accreditation Steering Committee Nov 21 1:30 ASCCC Accreditation Institute Feb 23-24</p>	<p>Bonnie shared the planned process, charge and composition of the Accreditation Steering Committee (ASC) and people who will be involved. The messaging for preparation for the site visit is that everyone is responsible and that anyone may be asked to contribute although the goal is to make time commitments of most people very modest. Training of college employees directly involved in early phases will be rolled out before the end of the semester. Bonnie will visit Academic & Classified Senates to talk about the accreditation process and the need for everyone to participate.</p> <p>The next ASC meeting will be November 21 and Bonnie will be training attendees on the first task in the process which is populating an outline of the Standards with evidence and contact names. Cindy and Bonnie will prepare Standard documents in Google.</p> <p>The State Senate will host the Accreditation Institute Feb. 22-23. Grossmont needs to send critical members of the steering committee, who can then train further members of their teams. Decisions need to be made in time to take advantage of early registration by January 27. Also, the ACCJC would like to have more faculty to be available to serve as peer reviewers for site visits. They will have a workshop the day before the Institute. The workshop is free and one day. Bonnie will share this request/opportunity with Academic Senate.</p>
<p>6. Student Success/Integrated Planning update</p>	<p>The committee was updated on the Integrated Plan which includes Student Equity, Basic Skills Initiative and Student Success and Support Program. The framework focused on Grossmont's Strategic Plan (1) Outreach, (2) Engagement and (3) Retention with the Guided Pathways model in mind. The five integrated goals were formed.</p> <p>(1) To increase the number of students by streamlining onboarding, deepening collaborations with high schools districts, workforce agencies, and additional community partners, in order to reflect our service population.</p> <p>(2) Reduce the number of excess units completed and time to completion.</p> <p>(3) To reduce the time it takes students to successfully complete college-level coursework from Math, English, and ESL from campus-wide basic skills sequences.</p> <p>(4) To improve course success rates and decrease equity gaps in 12 high-enrollment, gateway courses.</p> <p>(5) Reduce the percentage of students on academic and/or progress probation and increase persistence semester to semester.</p> <p>The Integrated Plan will be posted on the GC website on December 1 to allow all GC staff, faculty and administrators to review and provide feedback. The plan will be presented at December's Governing Board Meeting.</p>
<p>7. ISLO Descriptions Discussion</p>	<p>Denise has completed the process of getting input and editing the descriptions of the ISLOs. There was a short discussion about the process and conversations where Bonnie asked if it were common practice to have so many items. The answer was yes, but that not all courses will be responsible for covering all of the items. Where there are more than one SLO for the ISLO these are intended to be levels of achievement that would be reached in some courses or at the program</p>

ISLO Description Discussion (continued)	level. The IEC approved the descriptions. Denise was commended and thanked for effectively leading the college through this process.
8. SLO Audit Results/Plan	<p>Joan reported that the Outcome Assessment Taskforce met and has drafted a charge and composition for the committee. They also reviewed an audit of the current status of the college. Joan distributed a summary chart of completion of SLO assessments in the current cycle. Percent completion of assessment for divisions ranges from 18-62% and is far short of where we need to be based on Accreditation expectations. Furthermore, most of the assessments do not have an improvement plan, which is also required. The Taskforce will be meeting again on the 30th to craft a strategy for campus-wide outcome assessment campaign.</p> <p>Joan shared this information with IEC and her grave concern about the size of the gap between where we are and where we are expected to be. Information we got at the ISER training and the AFT sponsored forum with Dr. Winn (ACCJC CEO) support this conclusion. We discussed and brainstormed various strategies for moving the college forward toward meeting the Standards. Campus constituencies need to understand the urgency of the situation and the steps needed to get there from here. Joan shared some of the actions already planned, including requesting departments to designate an SLO liaison who will have training in spring flex week and teaming up with professional development to continue messaging through the semester. An overall strategy that ties into the SS&E has been working on was supported by committee members, such as emphasizing the Top 10-12 courses that have been identified as gateway courses.</p> <p>Joan will send the OAT meeting minutes to Cindy to distribute to the IEC members. Bonnie/Mike/Tate will follow up with AFT about sharing the minutes of the AFT workshop and will share Stacy's notes with faculty if that does not happen in a timely manner. Joan/Bonnie need to set up web links for the OAC and process for posting agendas/minutes</p>
9. CCSSE and ICAT	Discussion of CCSSE and ICAT was postponed to the next meeting.
10. Work Ahead a. Assessment & Survey Audit b. Set targets/standards for Strategic Plan metrics	
Next Meeting	December 15, 2017; 11:00 am – 12:30 pm; ASGC Board Room