



# GROSSMONT COLLEGE

## Institutional Effectiveness Council (IEC)

### NOTES

Friday, 9 February 2018  
11:00 a.m. – 12:30 p.m.  
ASGC Board Room (60-207)

#### Attendees

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| <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Bonnie Ripley, IEC Co-chair</li> <li><input type="checkbox"/> Michael Reese, Interim Sr. Dean CPIE, IEC Co-chair</li> <li><input checked="" type="checkbox"/> Christopher Tarman, Associate Vice Chancellor RPIE</li> <li><input checked="" type="checkbox"/> Cindy Emerson, Classified Senate</li> <li><input type="checkbox"/> Denise Schulmeyer, ISLO Coordinator</li> <li><input checked="" type="checkbox"/> Gerardette Nutt, Program Specialist CalWORKS</li> <li><input type="checkbox"/> Joan Ahrens, SLO Coordinator</li> <li><input type="checkbox"/> Judd Curran, Chair of Chairs</li> <li><input type="checkbox"/> Katrina VanderWoude, VP Academic Affairs</li> <li><input type="checkbox"/> Laura Sahagun, Financial Aid Technician</li> <li><input checked="" type="checkbox"/> Lida Rafia, Associate Dean Student Success and Equity</li> <li><input type="checkbox"/> Lorenze Legaspi, VP Administrative Services</li> </ul> | <ul style="list-style-type: none"> <li><input checked="" type="checkbox"/> Marsha Gable, VP Student Services</li> <li><input checked="" type="checkbox"/> Martha Clavelle, Dean Counseling Services</li> <li><input type="checkbox"/> Micah Jendian, Professional Development</li> <li><input checked="" type="checkbox"/> Michael Copenhaver, Director Financial Aid</li> <li><input checked="" type="checkbox"/> Monica Blando, Classified Senate President</li> <li><input type="checkbox"/> Nabil Abu-Ghazaleh, President</li> <li><input type="checkbox"/> Nate Scharff, Academic Program Review Chair</li> <li><input type="checkbox"/> Shawn Hicks, Basic Skills Coordinator</li> <li><input type="checkbox"/> Stacy Teeters, Research and Planning Analyst</li> <li><input type="checkbox"/> Steve Davis, VP Academic Senate</li> <li><input type="checkbox"/> Tate Hurvitz, Academic Senate President</li> </ul> |
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1. Welcome and Introductions	The meeting started at 11:10 am
2. Review December/January IEC Notes/Action Items	Notes were reviewed.
3. Additions to the Agenda, Announcements	<p>UPDATES: (1) Marsha Gable reported the final AtD Coaches visit will be on May 2<sup>nd</sup> or 3<sup>rd</sup> pending confirmation from the chancellor. (2) Lida reported that the Annual Planning Forum will be held on March 9<sup>th</sup> and the focus will be on Guided Pathways. Marsha Gable stated that she and Mike Reese will provide an overview of the Pillars, and review the GC Guided Pathways Self-Assessment Tool completed on 12-06-17. (3) The department mapping project is on hold. Bonnie Ripley has completed three quarters of the maps and needs to pass the work to another due to her workload. She indicated that two divisions have drawn their program maps that she will print and publicize. Marsha Gable stated that this work might be done by the guided pathways team. <b>Action Item: Marsha and Bonnie will meet to review the maps. The guided pathways team is meeting on the 15<sup>th</sup> of February @ 11:00 am. Bonnie will present the mapping project and hand it off.</b></p>
4. ISER Progress Update Accreditation Steering Committee Feb 20 1:30 ASCCC Accreditation Institute Feb 23-24	<p>The accreditation chairs are working on a communication plan to assure communication is flowing between all constituencies, colleges, district and the commission. An IEC survey which maps the standards was created by Cuyamaca College. The survey will be distributed to the ASC to review and edit prior to sending it out the GC staff, faculty and administrators. Several members of the ASC will attend the ASCCC Accreditation Institute on February 22<sup>nd</sup> and 23<sup>rd</sup>.</p>
5. Enrollment/FTES Update— Census, Spring 2018	<p>Chris Tarman reported that there was an increase in enrollments over intersession. If we include intersession with spring enrollment we will be down by 1%. Bonnie Ripley is working on retention data which compares the fall of 17 &amp; 18. Fall 2018 our retention increased by 76% which indicates our We're All In Campaign, and engagement work is making a difference.</p>

<p>6. Student Learning Outcomes update</p>	<p><b>Archiving Data</b> - Task force members are concerned about archiving assessment data. Departments/Units are unclear about how to access assessment data once an SLO is inactivated on Trac Dat. Some SLO sites are becoming cluttered with old info, but we need to maintain access to this data for program review and accreditation purposes We need to be able to occasionally download data into some kind of backup digital download system. As it is now, we don't have access to departmental or unit data that was collected before 2012. Concern is for accreditation, obviously.</p> <p><b>Updating Trac Dat</b> - Cuyamaca has recently implemented the latest version of Trac Dat (called Nuventive Improve), which has several features that can help with our assessment work. There are accreditation standards that require that we report our assessment work, and without a functional website, this has been difficult to do. Cuyamaca has been using their IEPI grant to pay someone to update Trac Dat, inform faculty of the upgrades, and to maintain their SLO website work on Cascade. This person was hired through the foundation. Can we tap into this person's expertise using our IEPI funds, once they are received given that this person already knows our system in the district? In addition, Cuyamaca is also paying this person to begin their annual unit planning on Trac Dat. These things are tied together. The focus has been on organizational processes when it comes to SLOs. The Outcomes Assessment Task Force is going to reach out to our sister college to collaborate on all things SLO related.</p> <p><b>SLO Symposium</b> - Denise, Stacy, Joan and the Cuyamaca SLO folks will be attend the SLO symposium on February 9-11<sup>th</sup>. They will be collaborating on the SLO process.</p> <p><b>Commencement survey</b> – The next OAT meeting will be devoted to drafting the commencement survey in order to assess ISLOs.</p>
<p>7. PRT Visit Response Plan</p>	<p>College is working on communication. Bonnie Ripley distributed a copy of the Innovation and Effectiveness Grant Agreement (Attachment 1) and highlighted the Application Budget Summary.</p>
<p>8. Student Focus Group results</p>	<p>Lida Rafia reported the results were acted out by students at convocation. The themes that emerged were:</p> <ul style="list-style-type: none"> <li>• Students don't feel a since of belonging.</li> <li>• Students have to work to provide for their family, or due to cultural expectations.</li> <li>• Students knew that they needed to be involved to feel connected. However they needed help and direction on how to get involved.</li> <li>• They are unaware of all of the services that are available to them. It would help if faculty would attach service information to their syllabus.</li> <li>• Finances; don't receive financial aid in time to purchase textbooks.</li> <li>• Campus food is expensive and not healthy. Academic experience; faculty members have a large influence on the student experience. Students experience some faculty as caring and engaging and other faculty as cold and indifferent.</li> </ul>
<p>9. Mission Statement Review update</p>	<p>Tabled until March meeting.</p>
<p>10. RPIE Office Update</p>	<p>Chris Tarman reported that Shannon Cadagan is his new administrative assistant. He stated that all data requests need to go through Mike Reese.</p>
<p>11. Work Ahead</p> <ul style="list-style-type: none"> <li>a. Set targets/standards for Strategic Plan metrics</li> <li>b. Review Charge and Composition</li> </ul>	
<p>Next Meeting</p>	<p>Friday, 16 March 2018, 11:00 am -12:30 pm, ASGC Board Room (60-207)</p>