



GROSSMONT COLLEGE

Institutional Effectiveness Council (IEC)

NOTES

Friday, 20 April 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"> <input checked="" type="checkbox"/> Bonnie Ripley, IEC Co-chair <input checked="" type="checkbox"/> Michael Reese, Interim Sr. Dean CPIE, IEC Co-chair <input type="checkbox"/> Christopher Tarman, Associate Vice Chancellor RPIE <input 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 checked="" type="checkbox"/> Lida Rafia, Dean Student Success and Equity <input checked="" type="checkbox"/> Stephen Davis, Academic Senate Vice President | <ul style="list-style-type: none"> <input checked="" type="checkbox"/> Lorenze Legaspi, VP Administrative Services <input type="checkbox"/> Marsha Gable, VP Student Services <input checked="" type="checkbox"/> Martha Clavelle, Dean Counseling Services <input type="checkbox"/> Micah Jendian, Professional Development <input type="checkbox"/> Michael Copenhaver, Director Financial Aid <input type="checkbox"/> Monica Blando, Classified Senate President <input type="checkbox"/> Nabil Abu-Ghazaleh, President <input type="checkbox"/> Nate Scharff, Academic Program Review Chair <input type="checkbox"/> Shawn Hicks, Basic Skills Coordinator <input type="checkbox"/> Stacy Teeters, Research and Planning Analyst <input type="checkbox"/> Tate Hurvitz, Academic Senate President |
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1. Welcome and Introductions	Bonnie Ripley welcomed the council members.
2. Review March IEC Notes/Action Items	The notes were reviewed and all action items have been completed
3. Additions to the Agenda, Announcements	There were no additions to the agenda.
4. Accreditation/ISER a) Progress Update b) Annual Report Submitted c) Survey Items	<p>Sang Bai, the Instructional Computer Facilities Supervisor has accepted the standard III.C lead position left vacant by Janet Gelb. The Council is in the process of filling the standard III faculty chair position left vacant by Jeff Lehman.</p> <p>Mike Reese reported that the Annual and Fiscal report were submitted to the ACCJC. Cindy will email reports to IEC.</p> <p>Bonnie will continue working on IE Survey and will forward the suggested questions to Chris Tarman.</p>
5. RPIE Office Update— Transfer & District set standards	Tabled to May meeting.
6. Student Learning Outcomes update/NILOA Visit	<p>Joan Ahrens would like the SLO Taskforce to become a committee with a Tri-chair format. Discussion ensued if the committee was operational or participatory governance. This discussion would continue in the Grossmont College Governance Steering Committee.</p> <p>Joan circulated the Grossmont Outcomes Assessment Taskforce (GOAT) Bulletin she created and requested feedback prior to present to faculty. Feedback was provided to focus on philosophy and value of SLO rather than information about Accreditation. Joan and Tate will discuss options on how to present this information to Academic Senate.</p>

	<p>Joan will visit Mt. San Antonio College on 04/25/18 to learn more about TracDat.</p> <p>The request for NILOA (National Institute for Learning Outcomes Assessment) support was approved. Joan will be scheduling their visit to campus in early Fall, but not during flex week. She will be working with GOAT on requested training topics.</p>
<p>7. AtD Coaches Visit</p>	<p>This was our last Achieving the Dream Coaches Visit. Presenters spoke about the journey Grossmont College has been on since the initiation of the relationship with the Coaches: Dr. Bryon McClenney and Dr. Ken Gonzalez. Our three priorities of Outreach, Engagement and Retention were born out of the AtD work. The college created positions and hired Heriberto Vasquez, Outreach Coordinator; Susan Berry, Student Engagement Coordinator; Shardai Zaragoza, Retention/Grad Coach and Symone McDaniels, Retention/Grad Coach to create, develop and programs to support these priorities in Strategic Plan. Each of them spoke eloquently about the work they have done over the last two years. The day was wrapped up with an introduction to Guided Pathways which relates to the work that has been done by the Student Success & Equity Taskforce to create the focal five goals. The Coaches were most impressed of the combination and planning and research that resulted in the five Goals: 1) To increase the number of student by streamlining onboarding, deepening collaborations with high school districts, workforce agencies, and additional community partners, in order to reflect our service population. (2) Reduce the number of excess units completed and time to complete. (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. (4) To improve course success rates and decrease equity gaps in 12 high-enrollment, gateway courses. (5) Reduce the percentage of students on academic and/or progress probation and increase persistence semester to semester. Lida and Stacy recently gave a presentation on this work at the RP Group conference and it was well received.</p>
<p>8. Governance Re-org update</p>	<p>President Abu-Ghazaleh sent out a survey regarding the current Governance to all employees of the campus. The result will be publicized at the College Governance Structure Forums. Technical advisors Helen Benjamin and Debbi DiThomas have been working with the Governance Organization Steering Committee (GOSC--which is ADSOC plus classified senate officers plus ASGC president plus IEC co-chair Bonnie Ripley) to analyze the current situation and draft the changes that need to occur in GC's governance structure and college processes to support it. The forums will be held so everyone feels they have a chance to contribute and be heard. Supervisors and Chairs will encourage their staff to attend. The taskforce will convene after the forums to see if any new information is captured. The remaining work will take place through June and a draft handbook should be complete by convocation.</p> <p>At the regularly scheduled Academic Senate meeting on April 30th a member from the Statewide Academic senate will present the role of Academic Senate in Governance. Everyone on campus is invited.</p>

<p>9. CCSSE/CCSFE/SENSE/S OSE</p>	<p>Mike Reese reported that the Survey of Entering Student Engagement (SENSE) will be administered at Grossmont and Cuyamaca in Fall 2018. We have an option of adding two modules or do the special-focus module on Pathways. The consensus of the group was to administer the Pathways module. Marsh Gable and Martha Clavelle would like to review the special-focus models and make their recommendations. Cindy will send the special-focus modules to the council for review.</p> <p>The RPIE office will need Grossmont's choice of special modules by May 24th. The Community College Survey of Student Engagement (CCSSE) will be administered by Grossmont and Cuyamaca in the spring 2019.</p> <p>Janet Gelb will get back to IEC regarding the Survey of Online Student Engagement (SOSE).</p>
<p>10. Mission Statement update</p>	<p>Denise Schulmeyer presented a current draft of the Mission Statement. She solicited feedback and will continue to meet with all of the constituent groups on campus. Bonnie Ripley raised the question of assessability of the Mission Statement claims, none in particular had been discussed, so she will review the draft and provide feedback to Denise. The Taskforce will meet and bring the final back to leadership council in May or June, then to the Governing Board at the start of fall.</p>
<p>11. OER/ZTC Survey</p>	<p>Bonnie Ripley reported that the Open Educational Resources (free textbooks) and Zero-Textbook-Cost degree initiative committee has requested support for a survey (via Dave Dillon). Proposed questions were reviewed by the committee but a recommendation was not made to deploy the full survey because of the other surveying going on in the next semester. Some questions could be asked in OER sections only or in a quick survey with tablets in the quad. The committee recommended that 2-3 questions that would fulfil the committee's reporting requirements for their grant be included in the Accreditation Survey (AS) that is planned for fall. Bonnie will take this suggestion to the committee and get the questions they want in the AS.</p>
<p>12. Annual Unit Plan Templates/Process</p>	<p>Mike Reese stated he has a preliminary draft of the template for each unit. Tate and Mike to meet to work on a timeline of key dates.</p>
<p>13. Work Ahead</p> <ul style="list-style-type: none"> a. Set targets/standards for Strategic Plan metrics b. Review Charge and Composition 	
<p>Action Items:</p>	<ul style="list-style-type: none"> (1) Cindy will email reports to IEC. (2) Bonnie will continue working on IE Survey and will forward the suggested questions to Chris Tarman. (3) Cindy will send the special-focus modules to the council for review. (4) Tate and Mike to meet to work on the timeline of key dates.