



# GROSSMONT COLLEGE

## Institutional Effectiveness Council (IEC)

### NOTES

Friday, 16 March 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 checked="" 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 type="checkbox"/> Cindi Harris, Professional Development</li> <li><input type="checkbox"/> Cindy Emerson, Classified Senate</li> <li><input checked="" type="checkbox"/> Denise Schulmeyer, ISLO Coordinator</li> <li><input 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, Dean Student Success and Equity</li> </ul> | <ul style="list-style-type: none"> <li><input type="checkbox"/> Lorenze Legaspi, VP Administrative Services</li> <li><input checked="" type="checkbox"/> Marsha Gable, VP Student Services</li> <li><input type="checkbox"/> Martha Clavelle, Dean Counseling Services</li> <li><input checked="" type="checkbox"/> Micah Jendian, Professional Development</li> <li><input type="checkbox"/> Michael Copenhaver, Director Financial Aid</li> <li><input type="checkbox"/> Monica Blando, Classified Senate President</li> <li><input type="checkbox"/> Nabil Abu-Ghazaleh, President</li> <li><input checked="" type="checkbox"/> Nate Scharff, Academic Program Review Chair</li> <li><input type="checkbox"/> Shawn Hicks, Basic Skills Coordinator</li> <li><input checked="" type="checkbox"/> Stacy Teeters, Research and Planning Analyst</li> <li><input type="checkbox"/> Tate Hurvitz, Academic Senate President</li> </ul> |
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1. Welcome and Introductions	Bonnie Ripley welcomed the council and started the meeting.
2. Review March IEC Notes/Action Items	
3. Additions to the Agenda, Announcements	Stacy Teeters informed the committee that she has been working on a task force at the state level to revise the ethnicity categories in the CCCApply form. The new list will include Middle Eastern choices for example. The proposal has been favorably received at venues where it has been shared. Stacy was praised for her work on this project, which has been an issue of concern to many on campus for years.
4. ISER Progress Update Report on ASCCC Accreditation Institute Accreditation Steering Committee March 20 1:30	<p><b>Accreditation</b>—A query was sent to ACCJC to check if changes to DE needed a Substantive Change and they do not. The Annual Report to the ACCJC is being compiled, with RPIE office to provide most data to Mike Reese.</p> <p><b>ISER</b>-Nabil Abu-Ghazaleh has requested an update on progress on the ISER. There has not been hardly any evidence compiled so far, although the Canvas container that was meant to be the location for storing evidence has not been set up. Some writing teams are compiling evidence internally. A person for Standard III C Technology lead needs to be assigned since Janet Gelb has stepped down. Suggestions were made for Mike Reese to follow up on. The draft of a functional map has been passed on to the District Services Council by Chris Tarman. The District areas of the standards will be written by District staff, so people writing on those standards should not contact individuals requesting evidence, etc. The urgency of the work was pressed on District Services.</p>
5. RPIE Office Update	Chris Tarman asked for an update on the status of the Accreditation Survey. Bonnie reported that the standard teams had been given the draft questions from Cuyamaca and were asked to decide on questions and forward them to

	<p>Mike Reese for discussion at the next ASC meeting. Standard III has already reported that they have no questions. Information about the CCSSE and SENSE decision deadlines was discussed and Mike Reese was asked to a recommendation from IEC to the President's Cabinet to proceed with the surveys.</p>
<p>6. Student Learning Outcomes update</p>	<p><b>SLO</b> —Joan Ahrens shared that she gave a presentation to Planning &amp; Resources on the Outcomes Assessment Committee work. She has scheduled workshops for TracDat and handed out all 75 printed copies of the new SLO Handbook and is ordering more. She needs support for the Assessment web page and is eagerly awaiting the new hire of the Web Specialist (fall) to help her out. She has a planned visit to Mt. SAC to view their implementation of TracDat, which she heard about at the recent SLO Institute. She also expressed interest in the college investigating options for a curriculum software system (such as CurricuNet) that would streamline SLO reporting in the curriculum process.</p> <p><b>ISLO</b> --Denise Schulmeyer reported that the graduates' survey to be administered at commencement has been drafted by the Outcomes Assessment task force. Tyson Gingery from the RPIE office helped craft the questions for best ability of interpretation. The survey was praised for its crystal clear relationship to the ISLO. Although it is probably not perfect, we will plan to revise it after using it for this semester's commencement. The goal for next year is to deploy it online when students apply for their degrees/certificates rather than handing it out on paper at the ceremony.</p>
<p>7. PRT Visit Response Plan Update</p>	<p>PRT Response Team update—the group that was formerly ADSOC+ has now been added to so that it can respond to the PRT recommendations. It will be called Governance Organization Steering Committee and includes academic and classified senate leadership, the president's cabinet, and Bonnie Ripley. The application to the IEPI was approved and funded. The response plan calls for a contract with HSV consulting to steer the college through the reorganization of the committee/council/participatory governance process with a draft structure in place for college wide review in fall 2018. The budget also includes a generous amount of funding for technical assistance with TracDat, although before we rebuild the structure we need to have the planning process and templates in place. The response will also include a visit to campus by a person from the State Academic Senate to give a presentation on the role of the academic senate.</p>
<p>8. Planning Forum Debrief</p>	<p>The event was well-organized and well attended. Mike's presentation of the data was effective, as were those by the Grad Coaches and Guided Pathways committee member Shawn Abu-Ghazaleh Hicks. The student case studies were powerful in terms of getting attendees to think about where students are coming from when they get to Grossmont. Results of the forum will be ready to share out by next meeting.</p>
<p>9. Mission Statement Review update</p>	<p>Mission Statement Review update—Denise Schulmeyer shared a first draft of an updated college vision of "<u>Transforming</u> Lives Through Education" (rather than <u>Changing</u>) and mission statement. The brief review by the committee was favorable. The mission statement will be reviewed by a variety of groups around campus and edits collected before it is finalized. The goal is to send it the Board for the June meeting.</p> <p>Planning Forum Debrief—The event was well-organized and well attended. Mike's presentation of the data was effective, as were those by the Grad Coaches and Guided Pathways committee member Shawn Hicks. The student case studies were powerful in terms of getting attendees to think</p>

	about where students are coming from when they get to Grossmont. Results of the forum will be ready to share out by next meeting.
10. Annual Unit Plan Templates	Annual Unit Plan Templates—Mike Reese is taking the lead on crafting templates for the annual unit plans (AUP). The flow chart for how the AUP fit into the planning and prioritization process was presented in draft and will be emailed to the committee for further review. The AUP task force will continue work on this task.
11. Work Ahead a. Set targets/standards for Strategic Plan metrics b. Review Charge and Composition	
Next Meeting	Friday, 20 April 2018, 11:00 am -12:30 pm, ASGC Board Room (60-207)