



# GROSSMONT COLLEGE

## Institutional Effectiveness Council (IEC)

### NOTES

Friday, 15 December 2017  
 11:00 a.m. – 12:30 p.m.  
 ASGC Board Room (60-207)

#### Attendees

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| <input checked="" type="checkbox"/> Bonnie Ripley, IEC Co-chair<br><input checked="" type="checkbox"/> Michael Reese, Interim Sr. Dean CPIE, IEC Co-chair<br><input checked="" type="checkbox"/> Christopher Tarman, Associate Vice Chancellor RPIE<br><input type="checkbox"/> Cindi Harris, Professional Development<br><input checked="" type="checkbox"/> Cindy Emerson, Classified Senate<br><input checked="" type="checkbox"/> Denise Schulmeyer, ISLO Coordinator<br><input type="checkbox"/> Gerardette Nutt, Program Specialist CalWORKS<br><input checked="" type="checkbox"/> Joan Ahrens, SLO Coordinator<br><input type="checkbox"/> Judd Curran, Chair of Chairs<br><input type="checkbox"/> Katrina VanderWoude, VP Academic Affairs<br><input type="checkbox"/> Laura Sahagun, Financial Aid Technician<br><input checked="" type="checkbox"/> Lida Rafia, Associate Dean Student Success and Equity | <input checked="" type="checkbox"/> Lorenze Legaspi, VP Administrative Services<br><input type="checkbox"/> Marsha Gable, VP Student Services<br><input type="checkbox"/> Martha Clavelle, Dean Counseling Services<br><input checked="" type="checkbox"/> Micah Jendian, Professional Development<br><input type="checkbox"/> Michael Copenhaver, Director Financial Aid<br><input checked="" type="checkbox"/> Monica Blando, Classified Senate President<br><input type="checkbox"/> Nabil Abu-Ghazaleh, President<br><input type="checkbox"/> Nate Scharff, Academic Program Review Chair<br><input type="checkbox"/> Shawn Hicks, Basic Skills Coordinator<br><input checked="" type="checkbox"/> Stacy Teeters, Research and Planning Analyst<br><input type="checkbox"/> Tate Hurvitz, Academic Senate President |
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1. Welcome and Introductions	Bonnie welcomed the committee
2. Review November 2017 IEC Notes	There were no changes the notes of November 17, 2017
3. Additions to the Agenda	Denise presented the Instructional Student Learning Outcomes (ISLOs) which were adopted by the Planning & Resource Council (P&RC) on December 14, 2017. The ISLO Taskforce will start working on the Outcomes Assessment Plan and mapping Program SLO to ISLO in Spring 2018.
4. Mission Statement Review/Process	Denise has developed the Mission Statement process based on the works she did on the ISLO and will begin. She has recruited several volunteers and they will begin their work early Spring semester.
5. PRT Team visit de-brief	The Partnership Resource Team (PRT) indicated that we would not meet the accreditation standards specifically in our processes, communication and college culture. ADSOC is working on the governance process and the communication in/out of committees and councils. President's Cabinet and ADSOC is in the process of scheduling a retreat to address the issues raised by the PRT. There was discussion about the need to clarify why SLO's are tied to resources. <span style="color: red;">Joan indicated the Outcome Assessment Committee has an action plan and SLO handbook that will be distributed to identified liaisons in each department. She also indicated that she and the Outcomes and Assessment team would join Bonnie when she presents the Accreditation Standards at the next Chairs &amp; Coordinators Council. Micah will work with Bonnie on her presentation. Bonnie will meet with Tate to request the notes from the recent AFT meeting regarding SLO's. In light of the work that needs to be done the IEC decided to meet on January 19<sup>th</sup>. Cindy will secure a meeting location.</span>

<p>6. AtD Coaches visit de-brief</p>	<p>There were three sessions during the day. The first session covered the alignment of both colleges and baseline data and goals. The second session included the individuals who attend the Pathways conference. The coaches deviated from the agenda and shared how other colleges throughout the country have implemented the Pathways model. The last session was attended by approximately 65 people. Twelve different departments were represented. Chris suggested that the Student Success and Equity Taskforce create future agendas for the AtD Coaches visits to keep them focused on specific issues. Discussion ensued regarding the next step would be to present a charge and composition for the new Student Success and Equity Committee to ADSOC.</p> <p>A comment was made about the negative impact on the students by using the Health Sciences lobby. It would benefit students, faculty, staff and administrator if an annual calendar was established with major events to ensure appropriate space usage and participation.</p>
<p>7. CCSSE and ICAT/Accreditation Survey</p>	<p>The committee discussed if the Community College Survey of Student Engagement (CCSSE) and the Impact Capacity Assessment Tool (ICAT) should be deployed to assist with accreditation. It was determined that the college currently has not fully digested the information from the last CCSSE and ICAT and should not try to do the CCSSE again Spring 2018. However, as Cuyamaca plans to do the CCSSE Fall 2018 it is reasonable to plan for Grossmont to do so as well. Bonnie said she would get feedback from the Student Services areas on whether to also do the Survey of Entering Student Engagement (SENSE) to obtain data on why new students persist or not. Whether we decide to use the ICAT or not, the college needs to work with Chris to use some assessment of the fourth strategic plan priority--institutional capacity--on a regular basis.</p>
<p>8. Accreditation Progress Update                  Accreditation Steering Committee                  Dec 19 1:30                  ASCCC Accreditation Institute Feb                  23-24</p>	<p>The Accreditation Committee (ASC) will meet 12/19/17 to enter evidence and contact names for each standard and identify potential problem areas that need work. Most of the ASC will be attending the ASCCC Accreditation Institute on February 23 and 24<sup>th</sup>.</p>
<p>9. Academic Program Review Student Survey</p>	<p>Bonnie will meet with Nate Scharff, Lida and Tate to draft a student survey and work with the RPIE office to deploy the first version for the departments writing their program reviews in Spring 2018.</p>
<p>10. Work Ahead</p> <ul style="list-style-type: none"> <li>a. Assessment &amp; Survey Audit</li> <li>b. Set targets/standards for Strategic Plan metrics</li> </ul>	