Institutional Effectiveness Committee
January 17, 2018
EW207
12:30 p.m. – 2:00 p.m.

<u>Present</u>: Suzie Ama, Vivian Baker, Jan Moline, Ben Beshwate, Corey Marvin, Lisa Couch, Stephanie Brantley, Jill Board, Ryan Khamkongsay, Davis Kunz

TOPIC	INITIATOR	SUMMARY/ FOLLOW-UP	O	C
1. Call to order	Corey Marvin	12:34 p.m.		X
2. Approval of Minutes & Action Items From:	Corey Marvin	From: 11/13/2017 Action items: **No Actions Items** Approval – Approved, no changes		X
3. Approval of Agenda	Corey Marvin	No Agenda.		X
4. Quality Focus Essay	Corey Marvin	Continuous quality improvement is a mark of institutional effectiveness. As an institution evaluates its programs and services in the continuous cycle of data analysis, planning, resource allocation, and evaluation, it examines its effectiveness in accomplishing its mission in the context of student learning and student achievement. During that examination, it identifies areas of needed change, development, institutionalization, and expansion. Within the accreditation focus on continuous quality improvement, the institution will identify two or three areas coming out of the institutional self-evaluation on which the institution has decided to act (action projects), and which will have significance in improving student learning and student achievement over a multi-year period. These will be described in a Quality Focus Essay (QFE). The Essay will have a 5,000 word limit and will discuss in detail approaches to improving student learning and student achievement, including responsible parties, timeline, and anticipated outcomes. The projects described in the QFE should be realistic and culminate in a set of observable and measurable outcomes. The Essay should be consistent in its factual basis and analysis with the other portions of the college's Self-Evaluation Report. It will provide the	X	

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		institution with multi-year, long-term directions for improvement of student learning and student achievement and demonstrate the institution's commitment to excellence. The areas identified in the Essay will become critical focal points for the institution's Midterm Report. Evaluation teams and the Commission will comment on the institution's QFE and may offer constructive advice or assistance.
		
		Possible topics:
		   1) Creating an Office of Research Agenda
		   2) Liberal Arts Degree Pathways
		       • *Action Item: Look at automatic issuance of certificates*
		   3) Guided Pathways
		
		Action Items:
		   1) Corey to identify a group to review the accreditation documents
		   2) Identify Quality Focus topic, then solicit feedback from other groups:
		       • *SSSP _____*
		       • *Academic Senate (1/18/2018)*
		       • *College Council (01/18/2018)*
		       • *Classified Senate (1/24/2018)*
		       • *Faculty Chair (1/22/2018)*
		       • *Admin Cabinet (2/5/2018)*
		       • *SSEC _____*
		       • *Report back to IEC (2/12/2018)*
		       • *College Council Report Out (2/15/2018)*		

5. Changes to the IEPI Targets, year 3	Corey Marvin	**Proposed Modifications:** • Adjust the requirement to set a goal for the Successful Course Completion indicator from required to optional • Adjust the Number of Degrees indicator so that CTE and non-CTE award rates are listed separately • Add a Combined Number of Degrees and Certificates indicator and require colleges to set both a short-term (1 year) goal and long-term (6 year) goal • Require colleges to set a long-term (6 year) goal for the Median Time to Degree indicator • Require colleges to set a long-term (6 year) goal for Completion Rate-Overall	X	

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		• Require colleges to set short- and long-term Transfer-Level Achievement goals from at least one of the indicators for Math or English after one or two years Attached is the proposed Year-Four Framework, which includes these suggested changes. Ad HOC Style- Jan to call the meeting. Must be completed by 06/15/2018 Concerns brought up by Jill Board: Do we have enough transfer degrees to meet the requirement? *Action Item:* 1) *Corey to check on the Nutrition degree status.* 2) *Corey to follow up on the status of the catalog addendum*		
6. Adjourn	Corey Marvin	1:38 p.m.		X

Facilitator: <u>Corey Marvin</u>   Recorder: <u>Stephanie Brantley</u>   **O** Open/**C** Closed