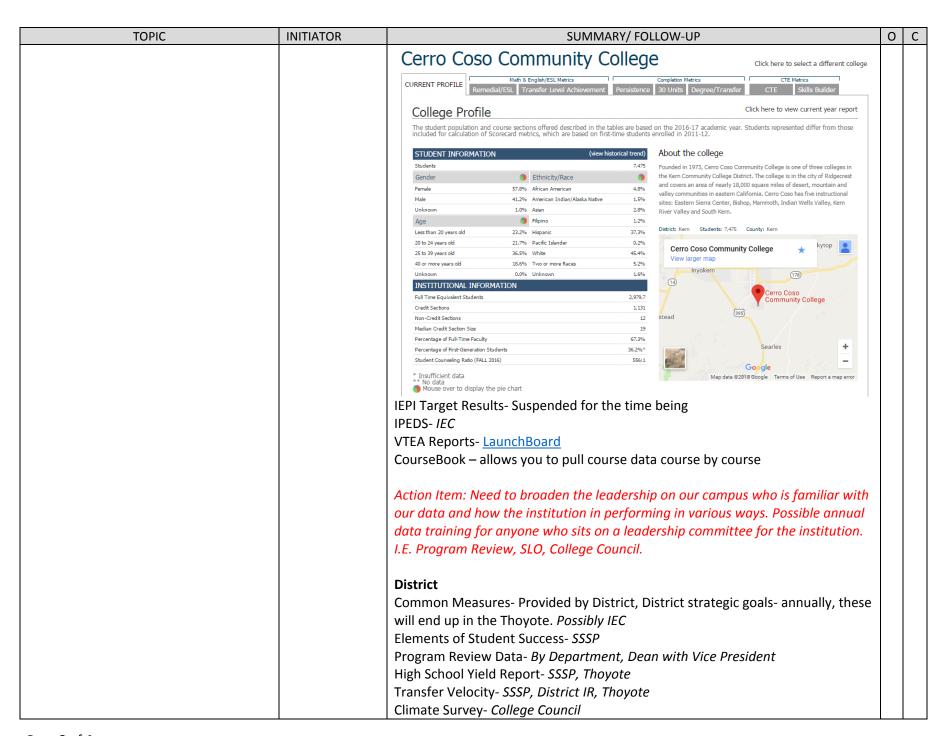Institutional Effectiveness Committee
March 12, 2018
EW207
2:00 p.m. – 4:00 p.m.

Present: Corey Marvin, Chad Houck, Ryan Khamkongsay, Ron Head, John Nixon, Stephanie Brantley, Suzie Ama, Vivian Baker, Heather Ostash

Absent: Jill Board, Benjamin Beshwate, Lisa Couch, Jan Moline

TOPIC	INITIATOR	SUMMARY/ FOLLOW-UP	O	C
1. Call to order	Corey Marvin	2:18 p.m.		X
2. Approval of Minutes & Action Items From:	Corey Marvin	From: 02/12/2018 Action items: *No Action Items* Approval – Approved, no changes		X
3. Approval of Agenda	Corey Marvin	Approved.		X
4. Achieving the Dream Coaches	Corey Marvin	**Guided Pathways: Planning, Implementation, Evaluation** **Planning:** *Essential Conditions:* Large-scale transformation requires strong leadership, a commitment to using data and other key conditions, such as technology infrastructure, professional development and favorable policy. Keys to success- prepare, mobilized and adequately resourced to support the college's pathways effort. • Engaging stakeholders and make the case for change. • Developing flowcharts of how students choose, enter and complete programs. • Establishing a baseline for key performance indicators • Develop an implementation plan with roles and deadlines		X

TOPIC	INITIATOR	SUMMARY/ FOLLOW-UP	O	C
		Planning/Preparation: Understanding where you are and prepare for change. *Sustainability:* Commit to the pathways for the long term and make sure they are implemented for all students. **Implementation:** *Clarify the paths: (Approach to program review?)* Map all programs to the transfer and the career. Include features that clarify paths, such as detailed outcomes, course sequences and the progress milestones. *Help the Students Get on a Path:* Requires support to help students get the best start, including first-year experiences and integrated academic support. *Help Student Stay on Their Path:* Keep students on track with supports such as intrusive advising and systems for tracking progress. *Ensure Students are Learning: (SLO- assessment and improvement)* Use Practices that assess and enrich student learning, including program specific learning outcomes and applied learning experiences. **Evaluation:** Revisit conditions, sustainability and implementation. Continuously improve pathways by building on elements that work and adjusting or discarding elements that are not serving students well. **Early Outcomes:** Measure key performance indicators including: number of college credits earned in the first term/first year, competition of gateway math and English courses in the student's first year.		
5. Annual College-wide Data Review Plan	Corey Marvin	**Federal/State/Regional** Chancellor's Office Scorecard	X	C

TOPIC	INITIATOR	SUMMARY/ FOLLOW-UP	O	C

IEPI Target Results- Suspended for the time being
IPEDS- *IEC*
VTEA Reports- LaunchBoard
CourseBook – allows you to pull course data course by course

Action Item: Need to broaden the leadership on our campus who is familiar with our data and how the institution in performing in various ways. Possible annual data training for anyone who sits on a leadership committee for the institution. I.E. Program Review, SLO, College Council.

District
Common Measures- Provided by District, District strategic goals- annually, these will end up in the Thoyote. *Possibly IEC*
Elements of Student Success- *SSSP*
Program Review Data- *By Department, Dean with Vice President*
High School Yield Report- *SSSP, Thoyote*
Transfer Velocity- *SSSP, District IR, Thoyote*
Climate Survey- *College Council* | | |

TOPIC	INITIATOR	SUMMARY/ FOLLOW-UP	O	C
		College Institution-Set Standards – *Admin Cabinet, IEC* Student Experience Survey- *IEC, SSSP, Admin Cabinet* Planning Survey- *IEC* Annual Unit/Section/Division Plans- *Professional Development, Deans and VP's* Year-End Budget Report- *IEC* Participatory Governance Survey- *IEC* Strategic Plan Annual Report- *IEC* Thoyote Annual Report- *IEC*		
6. Debrief on Strategic Planning Process	Corey Marvin	Not discussed at this time.		X
7. Adjourn	Corey Marvin	4:01 p.m.		X

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