

INSTITUTIONAL EFFECTIVENESS & ACCREDITATION COUNCIL MEETING (Friday, January 12, 2018)

Generated by Andrea R Pulido on Friday, January 26, 2018

Members present

Sarah Shepard, Arkady Hanjiev, Andrea R Pulido, Mark Gritton, Jeffrey Wanderer, Francisco Banuelos, Robert Pimentel, Anita Bart, Kyle Crider

Meeting called to order at 11:11 AM

1. Call Meeting to Order

1.1 By: S. Shepard @ 11:11am

1.2 Changes to the Agenda

- Membership Update 5.2 will be added

2. Review Minutes from Previous Meeting

2.1 Minutes December 1, 2017

- Table until next meeting

3. Institutional Effectiveness

3.1 IR Department Update

- No Update per K. Crider

3.2 Institutional Set Standards

- 3.2.1 ISS Deadline March 2018
- 3.2.2 WHCC Plan for ISS Development
- K. Crider will provide data to Senate prior to Feb. 24th
- Due from Learning Areas via email to S. Shepard March 8th
- On Agenda March 9th for IEAC
- Will go to the College Council March 16th.
- K. Crider will provide the template that will be reflective of the annual report omitting some of the future year data requirements. The template will have the stretch goals as well to make sure that we are ready for the 2021 report.
- The discussion about how to make this a sustainable item will take place at the end of the term.

3.4 Guided Pathways

- 3.4.1 Building Capacity
- 3.4.2 GP Work Plan
- There is deadline due on March 30, 2018. There are workshops that will take place, but they have not announced those dates at this time.
- The Guided Pathways group will be approached to participate. F. Banuelos will set a meeting dates for working on this.
- There is a need to assign a writer to make the document flow better. S. Kobzeff has offered to help on this - need to add her to this group.
- CVHEC has been assigned a co-hort and B. Thames will send out the dates for a workgroup to meet.

4. Accreditation Follow-Up Report

4.1 WHCC Website - Shepard/Banuelos

- 4.1.1 Website Accuracy/Corrections
- Need to provide feedback about the mission statement and other incorrect information. We will all look at the web for error, but A. Hanjiev will specifically look for Mission Statement errors.

4.2 Recommendation Templates - Shepard

- 4.2.1 Recommendations for Compliance Review Schedule
- 4.2.2 Recommendations for Improvement Review Schedule
- These documents will be tracked. This template needs to get updated. S. Shepard is updating the live documents and it will be completed for review after this meeting.
- This committee will review 4 on Jan. 30th and another 2 on Feb. 16.
- A. Hanjiev open discussion regarding compliance number 9 and the first bullet item. - B. Thames would like to us to link the Student Learning Outcomes mapped by K. Crider. There was discussion regarding Outcomes sending out a report to IEAC summarizing the annual results and then that will be sent to College Council
- The information that needs to be reflected - how many courses were assessed, how many met the SLO and showed improvement, how many did not and what the action plan.
- IEAC will send the recommendation up to College Council and then College Council will send them back down to IEAC and IEAC will send them out to Outcomes
- Courses Assessed, Number above, number below, number of action started and number of items completed. - This is the list
- A. Hanjiev would like to look at how many courses and programs show improvement not the number that are being completed to truly demonstrate this process.
- The deadline of April 2nd and College Council has 2 meeting after this date. IEAC needs to add two meetings to coincide with this timeline. Will add Monday April 9th - 10am - 12pm for a review prior to the April 13th meeting.
- There was further discussion and consensus among the committee regarding the improvement recommendations not being addressed he follow up report, but will be addressed in the midterm report.
- The AOL (F. Banuelos) was directed to contact Vice President of ACJC to confirm this interpretation - Steven Reynolds
- The Recommendation for Improvement Leads need to receive an invitation to join this committee. We will add Feb. 26th, Mar, 5th and 12th 12pm - 1pm - S. Shepard will add items to the template and

5. Governance Manual Sub-Committee

5.1 Committee Proposed Template

6. Next Meeting:

6.1 Date/Time

7. Adjournment

7.1 By: S. Shepard @ 12:35pm

7.2 Minutes Taken By: A. Pulido