INSTITUTIONAL EFFECTIVENESS & ACCREDITATION COUNCIL MEETING (Friday, October 20, 2017)
Generated by Andrea R Pulido on Monday, October 30, 2017

Members present
Sarah Shepard, Arkady Hanjiev, Andrea R Pulido, Mark Gritton, Francisco Banuelos, Mark Matteson, Robert Pimentel

Other Present: K. Crider, Research Assistant, A. Bart, Student

Meeting called to order at 10:39 AM

1. Call Meeting to Order
1.1 By: 10:39am by S. Shepard

2. Review Minutes from Previous Meeting
2.1 Minutes September 27, 2017
  • No Changes

Tabled due to lack of quorum

3. WHCC IEAC Membership
3.1 Review and Update

4. WHCC Institution-Set Standards
4.1 K. Crider Developing Standards for Student Success

  • K. Crider giving a presentation to look at our Institutional Set Standards. He has a PowerPoint that the PDF will support.
  • This is not a decision needed presentation, but this is to get the conversation started. Due end of March.
  • S. Shepard asked if they are always due in March - K. Crider said yes, annual but goes to accreditation body
  • K. Crider gave an updated on the ACCJCs Definition of Institution-Set Standards - they are local set standards and align to the college mission
  • Recommendation #4 - Reviewed this recommendation - want to look at the ones that are set by ACCJC want to focus on Student Achievement -
  • Looking at Standard I.B.3 - M. Matteson asked if we had these standards set in the past, the level of awareness and the amount of dialog and having evidence of the integrated planning place. We had them, but didn't use them.
  • Connection to Standard II.A.1 - Look at monitoring and challenging institutional performance. Monitor the minimum level of acceptable achievement. Challenge to align to Chancellor's Office IEPI Goals. The Chancellors office has not released the new guidelines at this point, but it needs to stay on our radar.
  • In the past there have been numbers set, but there has been a lack of looking at a realistic picture.
  • Revised required ISS things - Course Success, Degree Completion, etc. How are we sustaining this dialog and how often are we discussing this and the constituent group that this is reaching. We will be able to see the growth of the campus due to the survey results. S. Shepard asked about getting the aggregate results sent out.

- Leslie Flaming discussed the survey results - and showed that people have heard about the standards in Pro Dev and Flex day, but not at the committee level.
- The college needs to do more work on how we educate staff in general. S. Shepard discussed that the program review process and how faculty really only reviews success rates during their cycle - 4 years for regular and 2 years CTE. She goes on the explain that the later professional development date was to help facilitate this review process. It needs to be taking place far more often.
- There was a review of the recommended next steps from the DO perspective. K. Crider discussed ISS goals being integrated into Program Review.
- S. Shepard stated that in Program Review there may need to be some changes, M. Matteson and M. Gritton said that they have added a piece to the process and it will be at College Council today.
- There was more dialog about the survey and ISS standards. Discussion about showing and comparing the ISS to what the college is doing; to show the actions that have been made; to address the standards and what has the progress looked like; and how are we comparing to previous years.
- S. Shepard said that learning areas meetings need to be looking at the ISS and A. Bart mentioned that better documentation of the learning area meetings needs to take place as well so that we can better document how we are having this dialog.
- Adjunct orientation is the only place that adjuncts are brought into this conversation. S. Shepard said that the mentor process needs to be pushed out more. A. Hanjiev mentioned the online faculty. M. Gritton mentioned that the prisons also need to be looked at. A. Pulido said that R. Pimentel has created online interactive orientation videos for online instructors and that he has also been working with full time faculty to mentor adjuncts.
- F. Banuelos said that everything being tied to the mission is a problem since he has found 3 different mission statement. S. Shepard said that that is on our agenda today to address. F. Banuelos wants to see if we can actually identify the mission statement, and to find the most recent and relevant . Look for the one in the ISER and get the web pages all aligned. S. Shepard said that she will look at this piece and follow up on it with C. Posada due to the fact that we do not have access to the WEB.
- The learning area needs to desegregate this total number for the college, Kyle said that his office can provide this desegregated data to the faculty.
- Need the 2017 stuff, and then it broke out by learning area, and then guidelines for how this looks. Course success can be disaggregated by learning area as well - Kyle said yes. It also has to go to Senate. How are we doing this for March and how are we doing this sustainably. A. Bart said that for March just do Learning area stuff and then later separating it out by degree. This is being set for the entire college.
- Francisco wants to caution against blaming learning areas or individuals for lack of completion.
- M. Gritton asked if in Senate we can have a seat for an Adjunct faculty on senate. A. Bart mentioned that Senate has looked at this in the past. There was discussion regarding this matter. M. Magnuson said that a list was provided at the last Senate meeting to show all of the adjuncts and the learning area that they represent - R. Pimentel has been working on this.
- K. Crider moved us back on track and wanted to discuss next steps.
- Looking at Courses Success might want to review this piece for a review. Do we want to look at the academic year or the fall only. K. Crider said that ACCJC has muddied this up due to the back and forth on this. Course success rate is one number, but we can break it down.
- Degrees Awarded may need to look at this for some change. Look at 3 year average for this. Maybe look at headcount versus the actual degrees - K. Crider said that this has flip flopped between head count and degrees awarded by the ACCJC.

- The discussion about the success for year and term.
- Separate Full Time from Counseling Full Time - due to it not being clear if they are teaching.

5. Institutional Effectiveness Survey Review and Reporting
5.1 Review and Update

6. QFE's Update to Portal
6.1 Review and Update

7. Outcomes Evidence for Report to Commission
7.1 A. Hanjiev Review and Update

7.2 Outcomes and Mission Statement Review

8. WHCC Follow-Up Report
8.1 Review and Update

8.2 ACCJC Annual Conference 2018 Report Out - F. Banuelos

8.3 WHCC Governance Structure

9. IEAC Goals
9.1 Review and Update

10. Next Meeting:
10.1 Date/Time
- Next two weeks. Needs to invite K. Crider and he can bring the learning area data.

11. Adjournment
11.1 By: S. Shepard at 11:32am

11.2 Minutes Taken By: Andrea Pulido